



Third Taxing District

2 Second Street
East Norwalk, CT 06855

Tel: (203) 866-9271

Fax: (203) 866-9856

Third Taxing District of the City of Norwalk

Commission Meeting

Monday, March 5, 2018 at 7:00p.m.

At the Third Taxing District Office, 2 Second Street, East Norwalk, CT

1. Public Comment – 15 Minute Limit
2. Minutes of Meeting –February 5, 2018 Special Meeting (Pgs. 1-5), February 6, 2018 Special Meeting (Pgs. 6-8), and February 12, 2018 Regular Meeting (Pgs. 9-15) – A/R
3. Discussion/Analysis of Financial Statements/Key Performance Indicators (Pgs. 16-26)
4. General Manager's Report
 - Lights for Ludlow Tree Quote – A/R (Pgs. 27-28)
5. Rowan Street Building Bids – Possible A/R (Pgs. 29-44)
6. Animal Nation Donation Request – A/R (Pgs. 45-47)
7. Strategic Planning Discussion
8. Project Summary (Pgs. 48-56)
9. Adjourn

*A/R – Action Required/See Attached Motion

Agenda backup material is available at the TTD office, www.ttd.gov and will be available at the meeting.

M:\Shared\ Commission Meeting Information\Agenda 3-5-18.doc

District Commissioners

David L. Brown 203-866-8099
Debora Goldstein 203-252-7214
Pamela Parkington 203-858-4261

Chairman
Commissioner
Commissioner

Kevin Barber 203-866-9271
Ron Scofield 203-866-9271
Johnnie Weldon 203- 216-2652

General Manager
Assistant General Manager
Treasurer

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THIRD TAXING DISTRICT
of the City of Norwalk
Special Commission Meeting
February 5, 2018

ATTENDANCE: Commissioners: David Brown, Chair; Debora Goldstein;
Pamela Parkington; Treasurer: Johnnie Mae Weldon

STAFF: Ron Scofield, Assistant General Manager

OTHERS: Matt Allred (Bliss Allred & Co.)
Peter Johnson (CMEEC Ratepayer Member Representative)
Sarah Mann, Sylvia Archibald, Kathy Cray (ENIA)
Andrew Strauss, Rich Whitehead (Norwalk Tree Alliance)

CALL TO ORDER

Commissioner Brown called the meeting to order at 7:00 p.m. A quorum was present.

PUBLIC COMMENT

No one from the public was in attendance to comment.

LIBRARY BUDGET PRESENTATION OF MODIFIED BUDGET (ENIA)

Ms. Archibald reviewed the amended 2018-19 budget with the Commission line by line. Overall, the Library is asking to be funded from the District in the amount of \$188,500 compared to the original request of \$180,000.

Representatives from the Library agreed to eliminate the 401k pension administration fees in the amount of \$2,600. The modified amount of \$188,500 was reduced to \$185,900 accordingly in the District Budget.

Commissioner Goldstein asked about the Library Foundation that was supposed to be formed. It was her understanding that the paperwork had been filed. Ms. Mann stated that no one from the Library Board showed any interest in being part of the Foundation. In its place, is a new formation called "Friends" which is a group of people who are advocates for the Library. Paperwork for "Friends" 501c3 will soon be filed.

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Commissioner Goldstein raised the point that at last year's Annual Meeting, the ratepayers were informed that the large increase in the Library budget would be a one-time asking and this year they are asking for an amount just slightly less than last year. Ms. Cray told the Commission the reason was that the fundraising efforts did not pan out the way that had expected. Further discussion took place on this subject. The concern appears to be in what the ratepayers may or may not say/do at the upcoming Annual Meeting with regard to the request.

TREE ALLIANCE GRANT

Mr. Strauss began by introducing Rich Whitehead, Chair of the Norwalk Tree Advisory Committee. Mr. Strauss' objective was to share a change in plans for the upcoming tree planting. He reviewed the newly hung map of the District showing where all the trees have been planted to date.

Mr. Strauss would like to change the direction for the upcoming Spring planting and concentrate on a non-residential area, but have a high public access. The Tree Alliance believes the best area would be to plant at Taylor Farm. The idea has been approved by Ken Hughes who is the new Interim Director. Mr. Strauss showed on the map where 12 trees would be planted.

Commissioner Goldstein stated that Taylor Farm is a City of Norwalk Park, not a TTD park, and the funds that are donated to the Tree Alliance are from TTD's District Budget. The City of Norwalk is already granting funds from the Capital Budget for tree planting. She asked if there was any place within 06855 which is not a City of Norwalk park. Discussion took place about the areas near Taylor Farm which are not City-owned parks that would be good for canopy tree planting.

The Tree Alliance will review their plan for future plantings.

KOWALSKI INFORMATION

Mr. Bill Kowalski, Consumer Advocate employed by the State, placed a phone call to Commission Goldstein.

Commissioner Goldstein stated for the record that she wanted the agenda to read as an Update to the Full Commission by the CMEEC Appointees and any discussion the Commission would like to have. Kevin Barber and Commissioner Brown are the Board members, Peter Johnson is the Ratepayer Representative, who is also a CMEEC Board member, and Commissioner Goldstein is an alternate.

During a recent CMEEC Board meeting, the newly appointed Consumer Advocate, in response to the new law that was passed, was in attendance and gave a presentation. Commissioner Goldstein just wanted to be sure that the full Commission was able to review Mr. Kowalski's presentation, and that it also appears on TTD's website for any ratepayer to review.

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Commissioner Goldstein was not comfortable speaking with Mr. Kowalski at this time until the full Commission can come up with a plan on how to deal with him. One thought would be to assign Mr. Barber, who is already a CMEEC Board member, to be the voice for TTD. Commissioner Goldstein would like to be able to have someone (either a Commissioner or staff) to at least return his phone call to find out what information he might be wanting initially.

Discussion took place on how to handle the situation and what next steps should be taken in the matter. Commissioner Brown is going to speak with Mr. Barber to see which of the two will be the communicant with Mr. Kowalski. Commissioner Brown has started to write a letter which will be sent to Atty. Studer for his comment and feedback prior to sending.

Three actions steps to be taken:

- 1) Figure out who will be the point of contact for TTD.
- 2) Is the Commission in agreement that a letter needs to be written to Mr. Kowalski advising him, similar to the Senator Somers letter?
- 3) Can the Commission request of Mr. Kowalski that he provide TTD with any communication that he may have intended for TTD that may have been addressed to Mayor Rilling since his appointment to the office so TTD can see what is possibly missing?

As for the letter to be written by Atty. Studer, Commissioner Goldstein suggested that Peter Johnson be cc'd on the letter as the CMEEC Ratepayer Representative.

DISTRICT BUDGET AND AGENDA PRESENTATION TO COMMISSION

Mr. Scofield presented the District Budget to the Commission and informed them that Mr. Allred would walk the Commission through the line items. Any changes that need to be made can be done on the spot, so the Commission will be able to see the effect of those changes.

Discussion took place around the capital monies set aside for both the Firehouse and the Library. Mr. Scofield will be meeting with Capt. Hines to discuss the Firehouse's current capital funds in the amount of \$17,840 to see if they will be using the funds before the end of the fiscal year. Capt. Hines will be informed that if the funds are not used by the end of the fiscal year, the funds will be lost.

Further discussion took place around the capital items for the Library. The \$40,000 for the current fiscal year have been earmarked for the replacement of the roof. There was then further discussion regarding the possible installation of solar. Further discussion took place as to what is included in the \$25,000 for the library capital projects.

The Commission added a Stipend for the CMEEC Ratepayer Member Representative in the amount of \$1,800. The budget was updated to reflect this as well as a corresponding update to the payroll figure.

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The District Budget was revised accordingly.

**** COMMISSIONER BROWN MOVED TO TABLE THE ITEMS MINUTES OF MEETING FOR JANUARY 8, 2018 AND ANNUAL MEETING PROCEDURES TO FEBRUARY 12, 2018.**

**** COMMISSIONER GOLDSTEIN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

**** COMMISSIONER BROWN MOVED TO ADJOURN.**

**** COMMISSIONER GOLDSTEIN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 10:00 p.m.

Respectfully submitted,

Cynthia Tenney
Executive Assistant
Third Taxing District

Third Taxing District
of the City of Norwalk
February 5, 2018

COMMISSIONER (name of Commissioner) MOVED TO APPROVE THE MINUTES OF (date of meeting) SPECIAL COMMISSION MEETING.

OR

COMMISSIONER (name of Commissioner) MOVED TO APPROVE THE MINUTES OF (date of meeting) SPECIAL COMMISSION MEETING AS CORRECTED.

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THIRD TAXING DISTRICT
of the City of Norwalk
Special Commission Meeting
February 6, 2018

ATTENDANCE: Commissioners: David Brown, Chair; Debora Goldstein;
Pamela Parkington; Treasurer: Johnnie Mae Weldon

STAFF: Kevin Barber*, General Manager; Ron Scofield, Assistant General
Manager

OTHERS: Peter Johnson (CMEEC Ratepayer Member Representative)
Drew Rankin (CEO, CMEEC)

CALL TO ORDER

Commissioner Brown called the meeting to order at 6:00 p.m. A quorum was present.

PUBLIC COMMENT

No one from the public was in attendance to comment.

CMEEC 101 PRESENTATION BY DREW RANKIN

Mr. Rankin presented to the Commission the CMEEC 101 presentation.

Purpose:

Provide focused and customized opportunity for current and prospective Board of Director Members and Alternates to accelerate their functional understanding of Connecticut Municipal Electric Energy Cooperative ("CMEEC").

Mr. Rankin walked through the most significant components of CMEEC necessary to enable immediate functional integration and qualification as a CMEEC Board Member.

*Kevin Barber participated by telephone, and confirmed that he could hear and be heard.

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The following topics were covered:

- CMEEC as a Joint Action Agency/Legal Entity/Enabling Statute/Evolution
- Governance and Operating Model Overview
- CMEEC business Model/Roadmap/vision – Mission – Objectives/CMEEC Strategic Measurement System/Board Dashboard Excerpts
- Address all Remaining Inquiries/Requests for Information
- Other:
 - Typical Board “Package”
 - Membership Agreement
 - Bylaws
 - Sample Replacement Power Supply Contract
 - Sample General Transmission Services Agreement
 - Rate 9
 - Organizational/Accountability Chart

The presentation was followed by questions and answers.

ADJOURNMENT

**** COMMISSIONER BROWN MOVED TO ADJOURN.**

**** COMMISSIONER GOLDSTEIN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:15 p.m.

Respectfully submitted,

Cynthia Tenney
Executive Assistant
Third Taxing District

Third Taxing District
of the City of Norwalk
February 6, 2018

COMMISSIONER (name of Commissioner) MOVED TO APPROVE THE MINUTES OF (date of meeting) SPECIAL COMMISSION MEETING.

OR

COMMISSIONER (name of Commissioner) MOVED TO APPROVE THE MINUTES OF (date of meeting) SPECIAL COMMISSION MEETING AS CORRECTED.

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THIRD TAXING DISTRICT
of the City of Norwalk
Commission Meeting
February 12, 2018

ATTENDANCE: Commissioners: David Brown, Chair; Debora Goldstein;
Pamela Parkington; Treasurer: Johnnie Mae Weldon

STAFF: Kevin Barber, General Manager; Ron Scofield, Assistant General
Manager; Mike Adams, General Line Foreman

OTHERS: Matt Allred (Bliss Allred & Co.)
Diane Cece (E. Norwalk Neighborhood Association)
Tony D'Andrea (Harbor Keeper Organization)

CALL TO ORDER

Commissioner Brown called the meeting to order at 7:00 p.m. A quorum was present.

PUBLIC COMMENT

Ms. Diane Cece, as a representative of both the East Norwalk Neighborhood Association and East Norwalk Business Association, spoke to the Commission with regard to 230 East Avenue. She is asking for TTD's support and if they would write a letter to the Norwalk Planning and Zoning Commission asking that they deny the Zone Change Request filed for 230 East Avenue.

**** COMMISSIONER GOLDSTEIN MOVED TO SUSPEND THE RULES AND ADD TWO AGENDA ITEMS – COMMUNITY FORUM SPONSORSHIP REQUEST AND LITIGATION BRIEFING FROM THE HARBOR KEEPERS.**

**** COMMISSIONER PARKINGTON SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

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COMMUNITY FORUM SPONSORSHIP REQUEST (POCD & TOD)

Ms. Diane Cece, as a representative of the East Norwalk Neighborhood Association and East Norwalk Business Association, spoke to the Commission with regard to two upcoming forums to take place in East Norwalk at The Marvin. The first one is an Information Forum with Q&A regarding the proposed zoning change for the I1 and NB zone Parcel next to the train station (230 East Avenue) which will be held on Saturday, February 24, 2018 from 10:00 a.m. to 12:00 p.m. at The Marvin Community Room, 60 Gregory Boulevard.

The second is an East Norwalk Community Visioning Workshop in preparation of the 2018 Ten Year Plan of Conservation & Development. The workshop is planned for Saturday, March 10, 2018 at The Marvin Community Room, 60 Gregory Boulevard. There are two sessions to choose from – 9:30-12:30 or 2:00-5:00. These sessions are for informational purposes only.

Ms. Cece is asking for the support of the Third Taxing District in terms of any incidental office supplies and a \$50 donation towards the use of the room at The Marvin for each event. She is also asking if she could utilize Greyskye (TTD's Marketing firm) and have them send out email blasts to TTD's Constant Contact list.

**** COMMISSIONER GOLDSTEIN MOVED TO SUPPORT THE SPONSORSHIP REQUEST PRESENTED BY DIANE CECE WITH A DONATION OF \$50 FOR EACH FORUM AND MISCELLANEOUS IN-KIND SERVICES WITH THE FUNDS COMING OUT OF THE OTHER DISTRICT SERVICES BUDGET.**

**** COMMISSIONER PARKINGTON SECONDED.**

**** 2 ACCEPTED; 1 ABSTAINED. MOTION PASSED.**

LITIGATION BRIEFING FROM HARBOR KEEPERS

Mr. Tony D'Andrea, as a representative of the Harbor Keeper Organization, gave the Commission an update on the litigation going before the Federal Court with respect to the Walkbridge project. They are asking the Federal Government to stop the project as they are the ones who are funding the project and to take a closer look at the repercussions within the community.

Mr. D'Andrea just wanted to inform the Commission on the subject matter for some thoughtful discourse. After consideration, he would like to come back to the Commission with Mr. Fred Krupp at a future date to request a Letter of Support.

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MINUTES OF MEETING

January 8, 2018 Regular Meeting

- ** COMMISSIONER BROWN MOVED TO APPROVE THE MINUTES OF JANUARY 1, 2018 REGULAR MEETING.**
- ** COMMISSIONER PARKINGTON SECONDED.**
- ** THE MOTION PASSED UNANIMOUSLY.**

- ** COMMISSIONER BROWN MOVED TO SUSPEND THE RULES TO CHANGE THE ORDER OF THE AGENDA AND BRING ANNUAL MEETING PROCEDURES UP AS THE NEXT AGENDA ITEM.**
- ** COMMISSIONER PARKINGTON SECONDED.**
- ** 2 ACCEPTED; 1 ABSTAINED. MOTION PASSED.**

ANNUAL MEETING PROCEDURES

Mr. Scofield reviewed the checklist that was provided to the Commission with regard to the procedures for the upcoming Annual Meeting, as well as the Agenda, Outline and Notice. Discussion took place about the position of equipment at The Marvin and the seating arrangement for the Commission and TTD staff. Commissioner Brown would like to go over to The Marvin prior to the meeting with Scott Tracy to see if the projection screens can be mounted overhead.

The Commission reviewed the packet for the Annual Meeting and made changes to the Agenda, Outline and Notice, as well as eliminated some pages to the packet, i.e., Commission's State of the District Letter and capital budget sheets for the Library, Cemetery and Firehouse. Mr. Scofield asked the Commission if they would like to continue with the use of the postcards to announce the meeting and was told not to send them out this year.

The Commission discussed an alternate way of voting. Mr. Scofield indicated that in the past they attempted to use ballot boxes and would have the ratepayers fill out forms, place them in the ballot box, and then count the ballots. The Commission was not in favor of this idea and prefers to keep the voting cards that have been used over the past years.

The Meeting Chairman was discussed and the Commission has asked Mr. Scofield to contact John Bove, Craig Cuttner and Liz Lyons to see if they are planning on attending the Annual meeting and if so, would they be interested in serving should the ratepayers nominate them.

Discussion took place about whether or not the Library would be allowed to give a presentation at the Annual Meeting. The Commission is not in favor of having the Library do so. Commissioner Brown is proposing that a Special Commission Meeting be put on the calendar to

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meet with the Library to go over this and the Commission's recommendation of funds on the District Budget. No date has been put in place at this time.

The Commission discussed the roles that Commissioner Parkington and Treasurer Johnnie Mae Weldon would take at the Annual Meeting. A line was added to the agenda titled, Third Taxing District and Your Community. This topic will be broken down into two segments and they will share the role.

**** COMMISSIONER GOLDSTEIN MOVED TO SUSPEND THE RULES AND ADD AN AGENDA ITEM TO DISCUSS AND VOTE ON DR. MICHAEL INTRIERI'S LAPTOP.**

**** COMMISSIONER BROWN SECONDED.**

**** THE MOTION PASSED.**

The Commission discussed whether or not the laptop should be returned or allow Dr. Intrieri to purchase it. It is TTD property and should be returned. The Commission has asked Mr. Scofield to contact Dr. Intrieri and retrieve the laptop. Commissioner Goldstein suggested that if the laptop is not returned within a reasonable period of time (2 weeks), Atty. Studer should notify Dr. Intrieri in writing about the matter.

**** COMMISSIONER GOLDSTEIN MOVED TO INSTRUCT MR. SCOFIELD TO CONTACT DR. INTRIERI AND HAVE THE LAPTOP RETURNED TO TTD WITHIN THE NEXT TWO WEEKS.**

**** COMMISSIONER PARKINGTON SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

DISCUSSION/ANALYSIS OF FINANCIAL STATEMENTS/KEY PERFORMANCE INDICATORS

Mr. Allred reviewed the Financial Highlights and Footnotes with the Commission. Net Income was \$922,469, an increase of 12% over last year. Net Income Before Rate Stabilization was \$796,682, an increase of 539% over the previous year, which as (\$181,667).

Cash Balances continue to be in good shape. Operating Accounts are \$2,119,256, Construction WIP is \$29,688, Savings is \$516,066 and Capital Improvements Fund is \$1,367,630 which reflects the CMEEC Equity Transfer of approximately \$356,000. No current information is available at this time on the Outstanding Principal Balance with CMEEC.

KPIs – Mr. Allred reviewed the KPIs with the Commission. All items continue to be in line with the Industry Average.

PCA – The PCA went up slightly and remains in over-collection.

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ROWAN STREET BUILDING BIDS FOR APPROVAL

Mr. Barber informed the Commission that four bids were received for the Rowan Street Building. The bids came in higher than anticipated, with the low being \$1 million and a high of \$1.5 million. Messrs. Barber and Adams will be meeting with Gill & Gill on February 15, 2018 to review Valued Engineering to see if there is anything that can be downscaled/eliminated, i.e., skylights. The result of the meeting will be brought back to the Commission to keep them informed.

**** COMMISSIONER GOLDSTEIN MOVED TO TABLE THE ROWAN STREET BUILDING BIDS TO THE MARCH 5, 2018 MEETING.**

**** COMMISSIONER BROWN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

DISTRICT BUDGET

The Commission picked up where they left off on the District Budget from the February 5, 2018 meeting. They continued to review each budget line item. Some of the changes that were made are:

- \$2,000 reduction to the Annual Electors Meeting
- \$20,000 reduction to the Library Building/Major Capital
- \$2,000 reduction to Other District Services
- A reduction of \$23,000 was made to the East Norwalk Improvement Association's request of \$185,900. In so doing, a new line item, Library Contingent Fundraising Match, was added with an amount of \$11,500 (50% of the \$23,000). For every dollar raised by the Library, the District Budget will match up to \$11,500. This is an incentive for the Library to fundraise and fill in the gap of what was taken from their request.

Once the Commission finished their review of the budget, the new amount of Transfer from Electric Department is \$313,070.

**** COMMISSIONER BROWN MOVED TO RECOMMEND THE DISTRICT BUDGET GO BEFORE THE RATEPAYERS ON MARCH 7, 2018.**

**** COMMISSIONER PARKINGTON SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

DISTRICT CONCERTS

Mr. Scofield said that he had been instructed by the Commission last year to grandfather three of the bands into the concert series, one of which is Tim Currie's Motown Band. A discussion took place about the use of Tim Currie's Motown Band due to an incident that occurred at one of the concerts last year and whether or not the band should be invited back for this year. Mr. Scofield explained the incident in full.

**** COMMISSIONER BROWN MOVED TO ACCEPT THE RECOMMENDED CONCERTS DATES AND LIST SUBMITTED BY MR. SCOFIELD.**

**** COMMISSIONER GOLDSTEIN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

ADJOURN

**** COMMISSIONER GOLDSTEIN MOVED TO ADJOURN.**

**** COMMISSIONER PARKINGTON SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 10:32 p.m.

Respectfully submitted,

Cynthia Tenney
Executive Assistant
Third Taxing District

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MOTION FOR MINUTES

COMMISSIONER (name of Commissioner) MOVED TO APPROVE THE MINUTES OF (date of meeting) REGULAR MEETING.

OR

COMMISSIONER (name of Commissioner) MOVED TO APPROVE THE MINUTES OF (date of meeting) REGULAR MEETING AS CORRECTED.

**Third Taxing District
Financial Highlights
Jul-Jan 2018 vs. Jul-Jan 2017**

	Jul-Jan 18	July-Jan 2017	\$ Change	% Change
Total Income	5,980,651	6,193,546	-212,895	-3.44%
Total Expense	5,896,011	6,462,433	-566,423	-8.76%
Net Ordinary Income	84,640	(268,887)	353,528	131%
Other Income	895,276	242,005	653,271	270%
Other Expense	144	36,126	(35,982)	-100%
Net Income before Rate Stabilization	979,772	(63,008)	1,042,780	1655%
Rate Stabilization	120,320	1,095,345	-975,025	-89%
Net Income	1,100,092	1,032,337	67,755	7%

CASH BALANCES FY 06/30/2018

	Jan-18
ACCTS	
Operating Accounts	2,154,349
Construction WIP	29,694
Savings	516,395
Capital Improvements Fund	1,367,630

TTD Outstanding Principal Balance with CMEEC

Balance as of July 1, 2016	4,345,583
Current Balance	3,257,459
Current Fiscal Year Capital Additions to date	377,200

Power Supply	Current Fiscal Year-to-Date	Last Fiscal Year-to-Date	\$ Change	% Change
Energy Cost	\$ 3,489,133	\$ 4,032,590	\$(543,457)	-13%
Budget Energy Cost	\$ 3,210,002	\$ 3,830,961	\$(620,958)	-16%
Energy Cost Cents/KWH	9.100	10.500	\$ (1.40)	-13%

Third Taxing District
Profit & Loss Prev Year Comparison
January 2018

	Jan 18	Jan 17	\$ Change	% Change
Ordinary Income/Expense				
Income				
443-00 · Cervalis Data Center Revenues	26,386.13	17,457.64	8,928.49	51.14%
440-00 · Residential Sales	448,297.43	403,588.47	44,708.96	11.08%
442-01 · Large Commercial Sales	120,960.17	113,264.38	7,695.79	6.8%
442-02 · Small Commercial Sales	252,366.09	231,943.14	20,422.95	8.81%
445-01 · Water Pollutn Contrl Plnt Sales	100,689.60	98,279.01	2,410.59	2.45%
445-02 · Flat Rate	8,417.04	8,606.04	-189.00	-2.2%
451-00 · Miscellaneous Service Revenue	727.21	2,565.90	-1,838.69	-71.66%
557-00 · Purchased Power Adjustment	139,866.08	139,085.74	780.34	0.56%
Total Income	1,097,709.75	1,014,790.32	82,919.43	8.17%
Cost of Goods Sold				
555-00 · Electrical Power Purchased	586,718.81	563,193.57	23,525.24	4.18%
Total COGS	586,718.81	563,193.57	23,525.24	4.18%
Gross Profit	510,990.94	451,596.75	59,394.19	13.15%
Expense				
904-00 · Substation	12,386.03	9,467.39	2,918.64	30.83%
403-00 · Depreciation Expense	64,676.80	64,676.80	0.00	0.0%
408-00 · Taxes	82,085.96	66,613.91	15,472.05	23.23%
540-00 · Other Power Generation Expense	1,596.17	6,041.94	-4,445.77	-73.58%
580-00 · Distribution Expenses	2,399.11	4,939.19	-2,540.08	-51.43%
590-00 · Maintenance Expenses	38,670.44	41,404.80	-2,734.36	-6.6%
900-00 · Customer Accounts & Service	26,345.69	20,791.18	5,554.51	26.72%
920-00 · Administrative Expenses	157,539.86	145,757.99	11,781.87	8.08%
Total Expense	385,700.06	359,693.20	26,006.86	7.23%
Net Ordinary Income	125,290.88	91,903.55	33,387.33	36.33%
Other Income/Expense				
Other Income				
419-00 · Interest Income	580.00	521.79	58.21	11.16%
421-00 · Norden Project Income	44,040.00	21,848.23	22,191.77	101.57%
423-00 · Gain/(Loss) from Sale of FA	3,500.00	0.00	3,500.00	100.0%
424-00 · Energy Conservation Fund Income	15,207.34	4,198.40	11,008.94	262.22%
Total Other Income	63,327.34	26,568.42	36,758.92	138.36%
Other Expense				
Total Other Expense	0.00	0.00	0.00	0.0%
Net Other Income	63,327.34	26,568.42	36,758.92	138.36%
Net Income before rate stabilization	188,618.22	118,471.97	70,146.25	59.21%
Rate Stabilization	39,918.68	93,326.49	-53,407.81	-57.23%
Net Income	228,536.90	211,798.46	16,738.44	7.9%

Preliminary Unaudited - Internal Use Only - Modified Cash Basis

Third Taxing District
Profit & Loss Prev Year Comparison
July 2017 through January 2018

	Jul '17 - Jan 18	Jul '16 - Jan 17	\$ Change	% Change	
Ordinary Income/Expense					
Income					
443-00 · Cervalis Data Center Revenues	133,388.87	115,557.05	17,831.82	15.43%	
440-00 · Residential Sales	2,265,277.94	2,328,341.80	-63,063.86	-2.71%	
442-01 · Large Commercial Sales	607,221.00	597,719.61	9,501.39	1.59%	
442-02 · Small Commercial Sales	1,550,195.41	1,594,343.16	-44,147.75	-2.77%	
445-01 · Water Pollutn Contrl Plnt Sales	577,220.55	581,700.13	-4,479.58	-0.77%	
445-02 · Flat Rate	53,867.71	54,680.97	-813.26	-1.49%	
451-00 · Miscellaneous Service Revenue	52,080.68	21,842.29	30,238.39	138.44%	
557-00 · Purchased Power Adjustment	741,398.62	899,360.95	-157,962.33	-17.56%	
Total Income	5,980,650.78	6,193,545.96	-212,895.18	-3.44%	
Cost of Goods Sold					
555-00 · Electrical Power Purchased	3,489,132.52	4,032,590.25	-543,457.73	-13.48%	
Total COGS	3,489,132.52	4,032,590.25	-543,457.73	-13.48%	
Gross Profit	2,491,518.26	2,160,955.71	330,562.55	15.3%	
Expense					
904-00 · Substation	97,538.68	82,246.39	15,292.29	18.59%	Footnote 1
403-00 · Depreciation Expense	452,737.60	452,737.60	0.00	0.0%	
408-00 · Taxes	196,996.73	172,845.76	24,150.97	13.97%	
540-00 · Other Power Generation Expense	57,768.59	73,327.26	-15,558.67	-21.22%	Footnote 2
580-00 · Distribution Expenses	76,248.61	99,559.51	-23,310.90	-23.41%	Footnote 3
590-00 · Maintenance Expenses	306,607.03	308,097.14	-1,490.11	-0.48%	
900-00 · Customer Accounts & Service	196,224.95	147,672.60	48,552.35	32.88%	Footnote 4
920-00 · Administrative Expenses	1,022,755.93	1,093,356.92	-70,600.99	-6.46%	Footnote 5
Total Expense	2,406,878.12	2,429,843.18	-22,965.06	-0.95%	
Net Ordinary Income	84,640.14	-268,887.47	353,527.61	131.48%	
Other Income/Expense					
Other Income					
418-00 · Dividends	30,432.09	17,328.25	13,103.84	75.62%	
419-00 · Interest Income	3,972.00	4,352.12	-380.12	-8.73%	
420-00 · Gain/(Loss) on Investments	14,893.21	18,428.39	-3,535.18	-19.18%	
421-00 · Norden Project Income	312,628.12	182,846.23	129,781.89	70.98%	
423-00 · Gain/(Loss) from Sale of FA	5,904.27	4,598.95	1,305.32	28.38%	
424-00 · Energy Conservation Fund Income	29,543.85	14,451.38	15,092.47	104.44%	
425-00 · Miscellaneous Income	497,902.50	0.00	497,902.50	100.0%	Footnote 6
Total Other Income	895,276.04	242,005.32	653,270.72	269.94%	
Other Expense					
426-30 · PERSON TO PERSON	0.00	20,000.00	-20,000.00	-100.0%	Footnote 7
426-10 · Distribution to "District Fund"	0.00	0.00	0.00	0.0%	
942-00 · Interest Expense	0.00	140.09	-140.09	-100.0%	
990-00 · Miscellaneous items	144.29	15,985.41	-15,841.12	-99.1%	Footnote 8
Total Other Expense	144.29	36,125.50	-35,981.21	-99.6%	
Net Other Income	895,131.75	205,879.82	689,251.93	334.78%	
Net Income before rate stabilization	979,771.89	-63,007.65	1,042,779.54	1,655.01%	
Rate Stabilization					
	120,320.21	1,095,344.91	-975,024.70	-89.02%	
Net Income	1,100,092.10	1,032,337.26	67,754.84	6.56%	

Third Taxing District
Profit & Loss Statement
Explanation of Major Variances
Jul-Jan 2018 vs. Jul-Jan 2017

1. The increase in substation expense of \$15K is due mainly to an increase in call time as well as substation supplies. Note: All call time in relation to substation is now reported under this expense correctly as some was reported under distribution in the prior year.
2. The \$15K decrease in Other Power Generation Expense is due to a decrease in expenses with HO Penn and Miratech with respect to the prior year. The timing of fuel expenditures for the generators is also attributable to the decrease.
3. The \$23K decrease in Distribution expense is due to a bill for \$17K in the prior year for the transformer for the Vets Park Ice Rink. Note: This amount was reimbursed to TTD in miscellaneous revenues in the prior year. Furthermore, the decrease is attributable to a license fee of \$5K with MPower for GIS mapping versus \$9K in the prior year.
4. The \$48K increase in Customer Accounts and services is due mainly to a reclass of wages in the current year for Kristen Malone. Kristen's wages were listed under the administrative category in the prior year and have been moved to customer accounts to remain consistent with our current year budget.
5. Administrative expenses decreased approximately \$70K due to the reclass of wages noted above in Footnote 2 as well as notable decreases in seminars and trainings, and company truck expense as we no longer are leasing the Bucket Truck with Altec. Furthermore attributing to the decrease is that Jim Smith's wages were not present during the part of the year and Ron Scofield was receiving a stipend.
6. This amount represents the year-to-date equity distributions from CMEEC.
7. Note: This is a timing difference. The \$20,000 to Person to Person was paid February, 2018.
8. The prior year amount of \$15K is representative of the balance written off as an incentive for Cervalis to prepay their entire loan amount off..

THIRD TAXING DISTRICT
KEY PERFORMANCE INDICATORS (KPI'S)

			2018	Jan 2017	Industry Average (Bandwidth)
1)	<i>OPERATING RATIO</i>	TOTAL OPERATING EXPENSE / TOTAL OPERATING REVENUE	98.58%	104.34%	95-105%
2)	<i>POWER SUPPLY EXPENSE RATIO</i>	TOTAL POWER SUPPLY EXPENSES / TOTAL EXPENSES	59%	62%	65% - 70%
3)	<i>OUTSTANDING RECEIVABLES</i>	TOTAL DOLLAR AMOUNT OF CUSTOMER RECEIVABLES OVER 90 DAYS	\$36,718	\$46,078	
4)	<i>ACTUAL RATE OF RETURN ON RATE BASE</i>	AUTHORIZED BY STATE STATUTE	7.6%	6.8%	Varies by state
5)	<i>ELECTRIC CUSTOMERS PER EMPLOYEE</i>	TOTAL ELECTRIC CUSTOMERS / TOTAL FULL TIME EMPLOYEES	351	350	200 - 500
6)	<i>ENERGY LOSS %</i>	TOTAL ENERGY LOSSES/TOTAL SOURCES OF ENERGY	4.12%	4.60%	2.5% - 6%
7)	<i>SYSTEM LOAD FACTOR</i>	TOTAL KWH SALES + TOTAL kwh ENERGY LOSSES/8760/ HIGHEST HOURLY PEAK DEMAND	56.8%	58.70%	50% - 65%

East Norwalk - PCA Calculation
Power Cost Adjustment Calculation
6 Month Rolling Average (starting January 2012)

		2017 January	2017 February	2017 March	2017 April	2017 May	2017 June	2017 July	2017 August	2017 September	2017 October	2017 November	2017 December	2018 January	
Total Energy		kWh													
h	Grand Total Purchased Power Costs	\$	\$ 563,194	\$ 487,869	\$ 489,912	\$ 384,726	\$ 397,585	\$ 480,602	\$ 569,395	\$ 523,941	\$ 449,363	\$ 399,796	\$ 428,131	\$ 531,788	\$ 586,718
i	(Sum of current and previous 5 months)	\$	3,332,437	3,101,735	3,047,931	2,972,371	2,886,973	2,803,888	2,810,089	2,846,161	2,805,612	2,820,682	2,851,228	2,902,414	2,919,737
j	kWh's Purchased	kWh													
l	Total Purchased Power kWh Units	kWh	5,732,210	5,199,650	4,628,845	4,204,693	4,427,132	5,332,932	6,378,800	5,874,790	5,009,653	4,463,617	4,347,256	4,809,142	5,732,210
m	(Sum of current and previous 5 months)	kWh	30,791,548	29,692,716	29,026,375	28,921,796	29,001,672	29,525,462	30,172,052	30,847,192	31,228,000	31,486,924	31,407,048	30,883,258	30,236,668
n	Power Supply Costs @ Retail	\$	0.1143	0.1103	0.1109	0.1085	0.1051	0.1003	0.0984	0.0974	0.0949	0.0946	0.0959	0.0992	0.1020
o	Base Fuel Cost	\$	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958	0.0958
p	Loss Factor	%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%
q	Calculated PCA	\$	0.0185	0.0145	0.0151	0.0127	0.0093	0.0045	0.0026	0.0016	(0.0009)	(0.0012)	0.0001	0.0034	0.0062
r	Actual PCA Implemented	\$	\$ 0.0250	\$ 0.0250	\$ 0.0250	\$ 0.0230	\$ 0.0230	\$ 0.0230	\$ 0.0230	\$ 0.0230	\$ 0.0230	\$ 0.0230	\$ 0.0230	\$ 0.0230	\$ 0.0230
s	Total System Retail Sales (kWh's)	kWh	5,796,522	5,028,127	4,489,846	5,076,518	3,621,793	4,737,321	6,215,088	5,115,275	5,446,535	4,473,296	4,316,930	4,558,741	6,271,078
t	Base PCA Revenue	\$	555,307	481,695	430,127	486,330	346,968	453,835	595,405	490,043	521,778	428,542	413,562	436,727	600,769
u	Fuel Factor Revenue	\$	144,913	125,703	112,246	116,760	83,301	108,958	142,947	117,651	125,270	102,886	99,289	104,851	144,235
v	Total Revenues through PCA	\$	700,220	607,398	542,373	603,090	430,269	562,794	738,352	607,695	647,048	531,428	512,851	541,578	745,004
w	Difference of Collection vs Expense	\$	\$ 747,041	\$ 866,569	\$ 919,030	\$ 1,137,395	\$ 1,170,079	\$ 1,252,270	\$ 1,421,228	\$ 1,504,982	\$ 1,702,667	\$ 1,834,299	\$ 1,919,019	\$ 1,928,810	\$ 2,087,096

Third Taxing District Profit & Loss

	Jul-17 - Jun 18 Budget	<u>Jul - Dec 17</u>	% of Budget
Ordinary Income/Expense			
Income			
443-00 · Cervalis Data Center Revenues	210,000	107,003	50.95%
440-00 · Residential Sales	3,800,000	1,816,981	47.82%
442-01 · Large Commercial Sales	1,100,000	486,261	44.21%
442-02 · Small Commercial Sales	2,650,000	1,297,829	48.97%
445-01 · Water Pollutn Contrl Pnt Sales	1,050,000	476,531	45.38%
445-02 · Flat Rate	100,000	45,451	45.45%
451-00 · Miscellaneous Service Revenue	50,000	51,353	102.71%
557-00 · Purchased Power Adjustment	1,200,000	601,533	50.13%
Total Income	10,160,000	4,882,941	48.06%
Cost of Goods Sold			
555-00 · Electrical Power Purchased	5,462,000	2,902,414	53.14%
Total COGS	5,462,000	2,902,414	53.14%
Gross Profit	4,698,000	1,980,527	42.16%
Expense			
904-00 · Substation			
904-15 Payroll - Substation Call Time	57,100	25,298	44.30%
904-12 Payroll - Substation	110,000	59,855	54.41%
Total 904-00 · Substation	167,100	85,153	50.96%
403-00 · Depreciation Expense	815,000	388,061	47.61%
408-00 · Taxes			
408-10 · Gross Receipts tax	211,000	108,159	51.26%
408-19 · Rebates of G/R Taxes	15,000	6,752	45.01%
408-50 · Taxes - Other	2,000	0	0.00%
Total 408-00 · Taxes	228,000	114,911	50.40%
540-00 · Other Power Generation Expense			
548-00 · Generation Expense	138,000	56,172	40.70%
Total 540-00 · Other Power Generation Expense	138,000	56,172	40.70%
580-00 · Distribution Expenses			
582-00 · Sub-Station Expense	25,000	1,397	5.59%
583-00 · Overhead Lines Expense	21,500	31,066	144.49%
584-00 · Underground Lines Expense	25,000	3,086	12.34%

Third Taxing District Profit & Loss

	Jul-17 - Jun 18 Budget	Jul - Dec 17	% of Budget
586-00 · Meter Operations Expense	10,000	-1,113	-11.13%
588-00 · Misc Distribution Expense	70,000	37,223	53.18%
Total 580-00 · Distribution Expenses	151,500	71,659	47.30%
590-00 · Maintenance Expenses			
592-00 · Sub-Stations-Maintenance	25,000	9,295	37.18%
593-00 · Overhead Lines-Maintenance			
593-12 · Payroll - Line Department	395,000	181,189	45.87%
593-15 · Payroll - Line On Call	80,000	45,628	57.03%
593-00 · Overhead Lines-Maintenance - Other	60,000	19,047	31.74%
Total 593-00 · Overhead Lines-Maintenance	535,000	245,863	45.96%
597-00 · Meters-Maintenance	7,500	634	8.45%
598-00 · Misc Maintenance Expense			
598-00 · Misc Maintenance Expense - Other	33,000	20,473	62.04%
Total 598-00 · Misc Maintenance Expense	33,000	12,144	36.80%
Total 590-00 · Maintenance Expenses	600,500	276,266	46.01%
900-00 · Customer Accounts & Service			
902-00 · Meter Reading Expense			
902-12 · Payroll - Meter reader	95,000	57,806	60.85%
903- Meter - On Call	20,000	7,248	36.24%
Total 902-00 · Meter Reading Expense	115,000	65,054	56.57%
903-00 · Customer Recordkeeping Expense			
903-12 · Payroll - Customer Recordkeepin	130,000	72,869	56.05%
903-14 Payroll Customer Recordkeeping - Call	18,000	0	0.00%
903-00 · Customer Recordkeeping Expense - Other	25,000	2,834	11.34%
Total 903-00 · Customer Recordkeeping Expense	173,000	75,703	43.76%
905-00 · Credit Card Discount Fee	45,000	21,522	47.83%
Total 900-00 · Customer Accounts & Service	333,000	162,279	48.73%
920-00 · Administrative Expenses			
920-05 · Payroll Taxes	105,000	39,568	37.68%
920-12 · Payroll - Admin Dept	450,000	190,677	42.37%
920-15 · Admin P/R-On Call Time	9,000	3,939	43.77%
921-00 · Office Expense			
921-20 · Bank Service Charges	500	50	10.00%

Third Taxing District Profit & Loss

	Jul-17 - Jun 18 Budget	Jul - Dec 17	% of Budget
921-30 · Postage	35,000	14,436	41.25%
921-35 · Office Equipment rental	15,000	4,934	32.89%
921-40 · Office Supplies	15,000	7,500	50.00%
Total 921-00 · Office Expense	65,500	26,920	41.10%
923-00 · Outside Services			
923-10 · Computer Services	48,000	17,660	36.79%
923-20 · Audit Fees & Expenses	22,000	9,300	42.27%
923-30 · Legal Fees	25,000	20,686	82.74%
923-40 · Pension Plan Actuarial & Legal	10,000	10,800	108.00%
923-45 · Outside Engineering	50,000	12,810	25.62%
923-65 · Outside Accounting Services	42,000	24,867	59.21%
923-70 · Office bldg maintenance & repai	41,200	16,857	40.91%
923-00 · Outside Services - Other	65,000	34,285	52.75%
Total 923-00 · Outside Services	303,200	147,264	48.57%
924-00 · Commercial Package Insurance	138,600	60,288	43.50%
925-00 · Workman's Comp Insurance	25,500	25,336	99.36%
925-10 · Long & Short Term Disability	6,000	0	0.00%
926-00 · Pension & Benefits			
926-10 · Pension contributions	236,600	116,750	49.34%
926-20 · Employee Health & Life Insuranc	400,000	182,406	45.60%
926-30 · Self Insurances			
926-32 · Current Employees	50,000	19,010	38.02%
926-34 · Retired Employees	20,000	6,579	32.89%
Total 926-30 · Self Insurances	70,000	25,588	36.55%
926-80 · Special Pension per contract	20,000	2,308	11.54%
926-90 · Miscellaneous employee benefits	20,000	7,415	37.08%
Total 926-00 · Pension & Benefits	746,600	334,467	44.80%
928-00 · Regulatory Expense	17,500	4,937	28.21%
930-00 · General Expense			
930-40 · Promotions	36,000	21,859	60.72%
930-45 · Travel & lodging	12,000	2,628	21.90%
930-50 · Seminars & training	20,000	5,153	25.77%
930-00 · General Expense - Other	25,000	-15,342	-61.37%

Third Taxing District Profit & Loss

	Jul-17 - Jun 18 Budget	Jul - Dec 17	% of Budget
Total 930-00 · General Expense	93,000	14,298	15.37%
940-00 · Truck Expense			
940-10 · Company Autos - GM Vehicle	8,000	2,750	34.37%
940-30 · Company Autos - Trucks & Cars	40,000	14,772	36.93%
Total 940-00 · Truck Expense	48,000	17,522	36.50%
Total 920-00 · Administrative Expenses	2,007,900	865,216	43.09%
Total Expense	4,441,000	2,019,717	45.48%
Net Ordinary Income	257,000	-39,190	-15.25%
Other Income/Expense			
Other Income			
418-00 · Dividends	35,000	30,432	86.95%
419-00 · Interest Income	6,000	3,419	56.98%
421-00 · Norden Project Income	300,000	272,628	90.88%
423-00 · Gain/(Loss) from Sale of FA	5,000	2,404	48.09%
424-00 · Energy Conservation Fund Income	120,000	14,337	11.95%
425-00 Misc. Income	0	497,903	
420-00 Gain (Loss) on Investments	0	14,893	
Total Other Income	466,000	836,015	179.40%
Other Expense			
Energy Conservation Expense	100,000	0	0.00%
426-30 · PERSON TO PERSON	20,000	0	0.00%
426-10 · Distribution to "District Fund"	288,500	144,215	49.99%
942-00 · Interest Expense	0	0	
990-00 Misc Items	0	144	
Total Other Expense	408,500	144,359	35.34%
Net Other Income	57,500	691,656	1202.88%
Net Income	314,500	652,467	207.46%

Third Taxing District
Five Year Capital Budget Requirements Forecast

		Priority	FY2017-18 Approved	FY2017-18 For Update	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	
A	Generation	Generators			15,000				
			0		15,000	0	0	0	
B	Transmission Plant	Land & Land Rights							
		Structures & Improvements	150,000	153,375	165,000				
		Underground Conduit	-		2,000	2,000	2,000	2,000	
		Underground Conductors	-		2,000	2,000	2,000	2,000	
			150,000	153,375	169,000	4,000	4,000	4,000	
C	Distribution Plant	Structures & Improvements	5,000		5,000	5,000	5,000	5,000	
		Substation Equipment	874,437	53,780	393,000	287,000	447,000	35,000	
		Generator							
		Poles, Towers, & Equipment	10,000	21,553	15,000	15,000	20,000	15,000	
		Overhead Conductors	50,000		95,000	132,500	187,500	187,500	
		Underground Conduit	-		2,000	2,000	2,000	2,000	
		Underground Conductors				87,500	87,500	87,500	
		Line Transformers	30,000	30,023	60,000	40,000	40,000	30,000	
		Meters	25,000	9,504	25,000	15,000	15,000	10,000	
		Street Lights & Signals	1,000		2,500	2,500	2,500	2,500	
		995,437	114,860	597,500	586,500	806,500	374,500		
D	General Plant	Structures & Improvements	500,000	8,938					
		Office Furniture & Equipment	2,000	922	5,000	5,000	5,000	5,000	
		Transportation Equipment	95,000	90,000	53,000				
		Tools, Shop & Yard Equipment	-						
		Laboratory Equipment	1,000		3,000	3,000	3,000	3,000	
		Communications Equipment	5,000	5,213	15,000	5,000	5,000	5,000	
		Miscellaneous Equipment	1,000	2,550	1,000	1,000	1,000	1,000	
		604,000	107,623	77,000	14,000	14,000	14,000		
TOTALS				1,749,437	375,858	858,500	604,500	824,500	392,500

Memorandum

Third Taxing District

Electric Department

To: TTD Commissioners

From: Kevin Barber – General Manager



Date: March 1, 2018

Subject: Ludlow Tree Lights

As a follow-up to a conversation held at the January 8th Commission meeting, TTD has secured a quote to double the number of lights on the tree in Roger Ludlow Triangle.

Attached is the quote from Reinders in the amount of \$1,638.92 for your review.

It is TTD staff's recommendation to proceed with the purchase of the lights in order to better enhance the lighting of the tree, as suggested by the Commission.

QUOTE

CUST.#: 900010

SHIP TO: 3rd Taxing District-Elec Dept
Scott 203-939-5324
2 Second St.
Norwalk, CT 06855

CORRESPONDENCE TO: Reinders, Inc.
P.O. Box 78955
Milwaukee, WI 53278-0955

QUOTE DATE	ORDER NO.
01/10/18	2006263-00
P.O. NO.	PAGE #
3rd Taxing District	1

BILL TO: REINDERS SEASONAL LIGHTING
THANK YOU FOR YOUR ORDER!
WE APPRECIATE YOUR BUSINESS
HAVE A HAPPY HOLIDAY, 99999

INSTRUCTIONS		TERMS	
		CREDIT CARD	
SHIP POINT		SHIP VIA	REQ SHIP DATE
Reinders Holiday Lighting		U.P.S.	01/15/18

Quote Expires: 03/11/18

LINE NO.	PRODUCT AND DESCRIPTION	QTY. ORDERED	QTY. B.O.	QTY. SHIPPED	QTY. U/M	UNIT PRICE	DISCOUNT	AMOUNT (NET)
*****COLLECT ON DELIVERY/PICK-UP*****								

1	RGBTRIKLIT-25-12	12			each	165.00	20.00%	1584.00
	RGB G40 TRIKLITS, 12"SPC 25L, 35ma per bulb				Net	132.00		
7	RGBAO3	2			each	7.26	20.00%	11.62
	RGB 5' SPACER, 9 AMPS #20G X 3C WIRE				Net	5.81		
8	RGBAO4	4			each	13.53	20.00%	43.30
	RGB 10' SPACER, 9 AMPS #20G X 3C WIRE				Net	10.82500		
3	Lines Total					Total		1638.92
						Total		1638.92

Taken By: ephh Sales Rep: 99 Order Type: QU

Last Page

Memorandum

Third Taxing District

Electric Department

To: TTD Commissioners

From: Kevin Barber – General Manager



Date: March 1, 2018

Subject: Rowan Street Storage Facility

On January 31st, TTD received bids from four contractors for the construction of the Rowan Street Storage Facility. The bids received were based on detailed specifications developed by Gill & Gill Architects LLC and TTD.

The bids received exceeded in costs, both TTD's and Gill & Gill's expectations. The bids were brought to the Commission at the February 12th Commission Meeting. The bids were provided as informational only and no action was taken.

TTD staff worked with Gill & Gill to review the bids and determine the next steps for the project. On February 15th, TTD and Gill & Gill met with three of the contractors to identify potential cost savings. Based on the meetings, Gill & Gill developed a list of value engineering changes and distributed to the contractors for review and rebidding.

Contractors were asked to provide pricing on revisions to the project. Attached is the document provided to the contractors detailing the value engineering changes to the project.

On February 28th, revised bids were received from the contractors. Reductions in project cost ranged from \$183,000 to \$335,000, depending on the contractors. The revised price range is from a low of \$843,200 to a high of \$986,488. Attached is a summary of the revised project costs and the contractors' bid documents.

Following a review of the bids and a vetting of the contractors, staff is recommending that the Commission approve the bid provided by Diversified Construction Group in the amount of \$843,200 plus a contingency of 5% for a total of \$885,360. Diversified's bid is \$100,000 lower than the second bidder.

Funding for this project would be as follows:

- Current year, FY2017-18, capital budget appropriation of \$500,000.
- Balance of project, \$385,360, would be funded in the FY2018-19 capital budget.

The construction of the Rowan Street Storage Facility is estimated by the contractor to take six (6) months to complete. The project would span two (2) fiscal years.

VALUE ENGINEERING (with attachments 5 pages / sheets)

Monday, February 19, 2018

Proposal Due

2:00 pm

Wednesday, February 28, 2018

The following are **required** Value Engineering items for the project referenced above. The Contractor is to provide a new bid price.

1. Delete all skylights.
2. Delete trench drain and associated piping.
3. Delete 2 sets of triple type A windows (the lower sets on elevation B, A-3).
4. Reduce number of exterior light fixtures over sign and doors from 6 to 3.
5. Delete concrete masonry unit at base. Instead extend 10" foundation wall as per SK-S2 attached. Provide vertical joints in the walls at 40' maximum from each corner and at 60' maximum overall pour length. The vertical joint shall have a vertical 2x4 key and all horizontal bars shall stop at the joint. Bend (2) #5 top bars down at all wall openings.
6. Keep stone veneer as shown on north elevation and around corners for 2 feet on east and west elevations. Eliminate stone veneer elsewhere.
7. In lieu of resinous flooring finish at first floor provide sealer and dust proofing.
8. Eliminate roof overhang on east and west sides.
9. Reduce number of trees from 5 to 3.

The following should also be included in new bid prices:

10. Cut curb on adjacent library property (see attached Civil drawing 1 of 2). Provide new curbs and patch driveway.
11. Concrete ramp and guardrail details (ASK-1 attached).
12. Wall panels shall be R-19 and roof panels R-30.
13. Structural notes and details, drawing S-2 (attached).
14. Wall type B (see sheet A-1) stud shall be 16 gauge.

New Bid Price VE-A

(\$ _____)

Prevailing wage rates are not required for bids below \$1,000,000.

The following are **optional** Value Engineering items. The Contractor is to provide a new bid price.

1. Remove mezzanine and associated stair. Assume that Break and Locker room functions move to Ground floor in approximately the same position and configuration.
2. Reduce size of building on east side by 5 feet (new building size to be 45 feet x 90 feet) to eliminate wall fire rating requirement and save material costs.

New Bid Price VE-B (Sum of Bid Price A and optional Value Engineering items)

(\$ _____)

Prevailing wage rates are not required for bids below \$1,000,000.

In addition to the items above Contractor is to submit a list of any other **suggested** Value Engineering items. For each element the list should show the following:

- a. Specified element.
- b. Proposed substitute.
- c. Cost saving.

End of Value Engineering Document

ARCHER ENGINEERING COMPANY, P.C.

Consulting Structural Engineering

246 Federal Road, Suite D23

Brookfield, CT 06804

(203) 775-5673

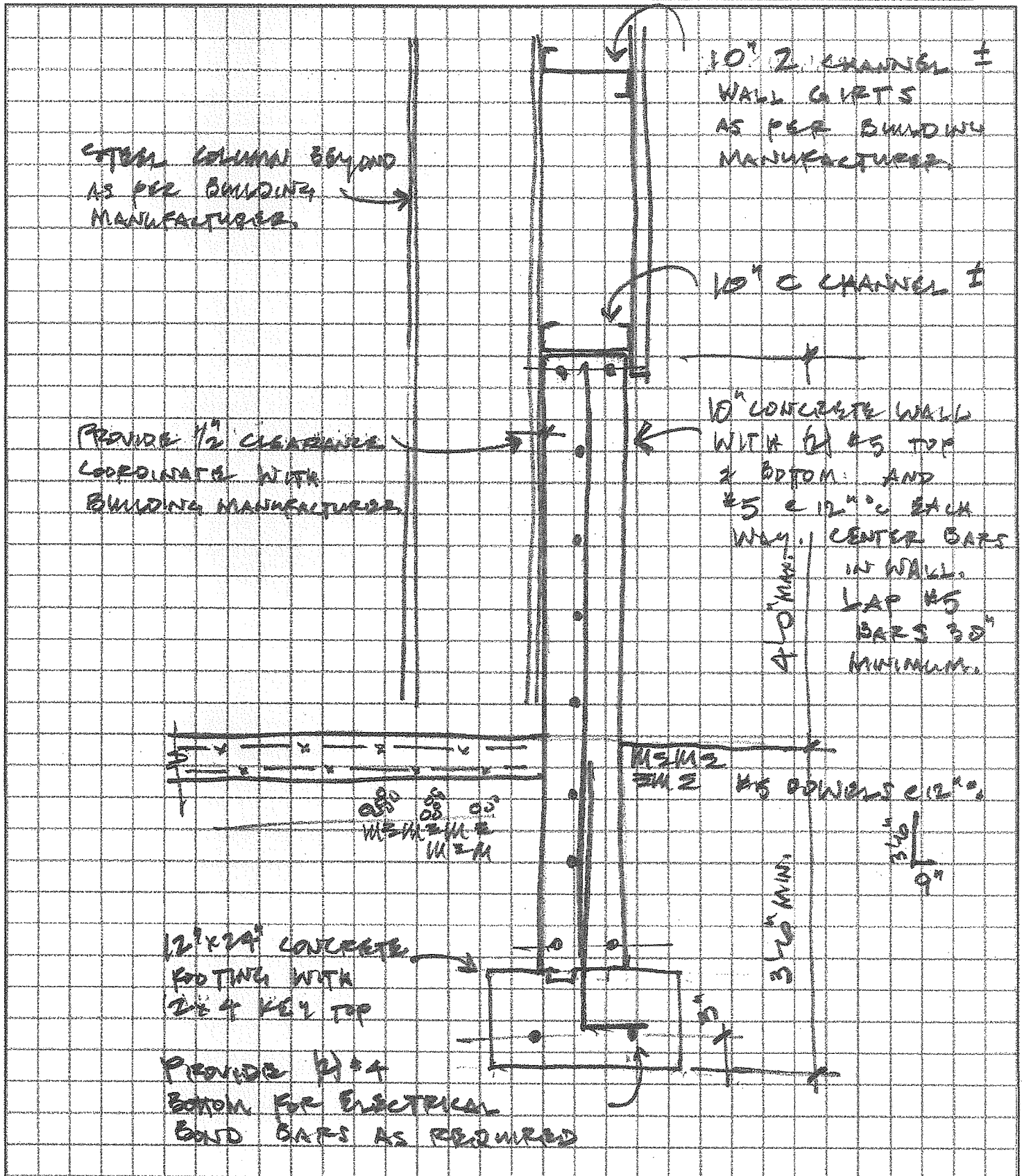
JOB 17-118 3RD TAXING DISTRICT

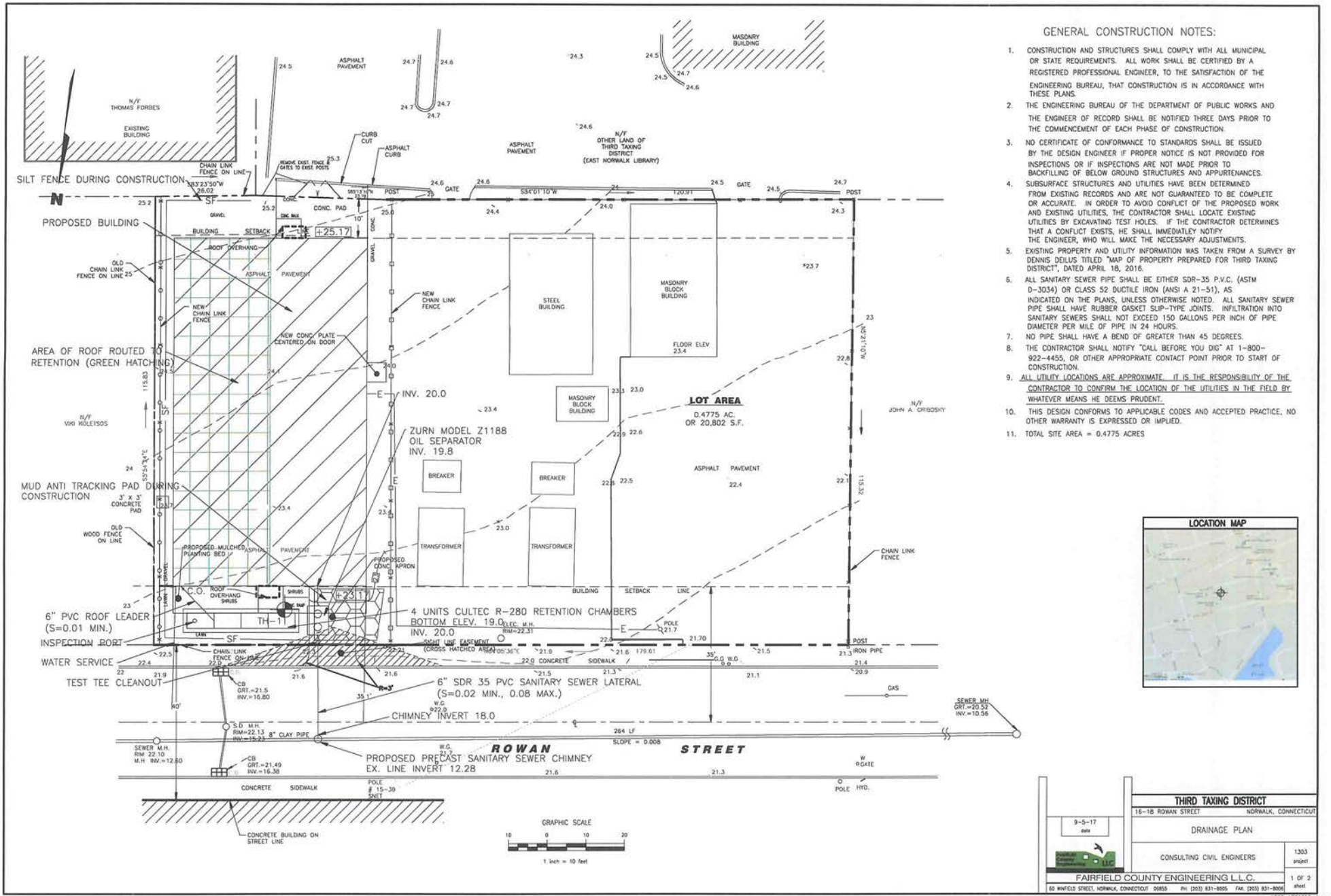
SHEET NO. 3E-S2 OF

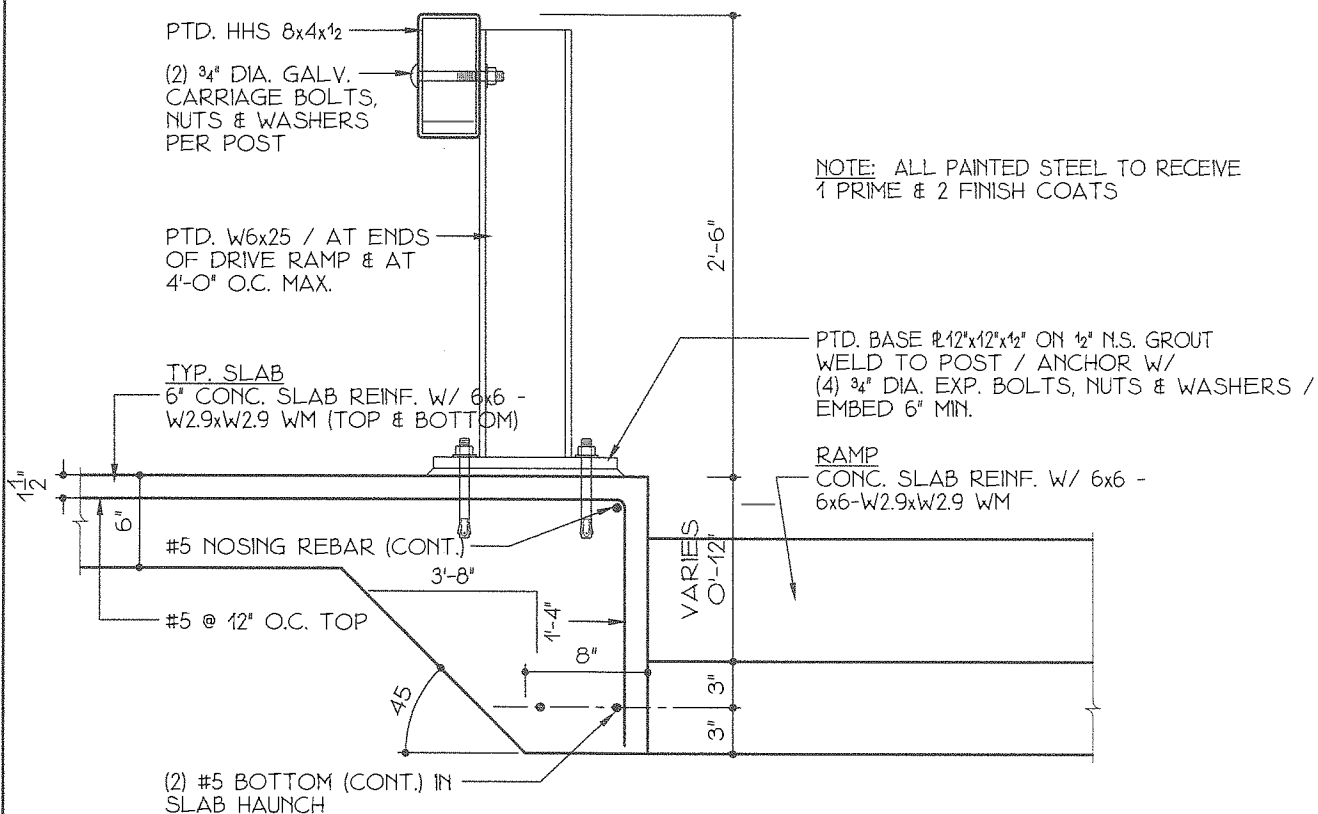
CALCULATED BY LGA DATE 2/16/12

CHECKED BY DATE

SCALE

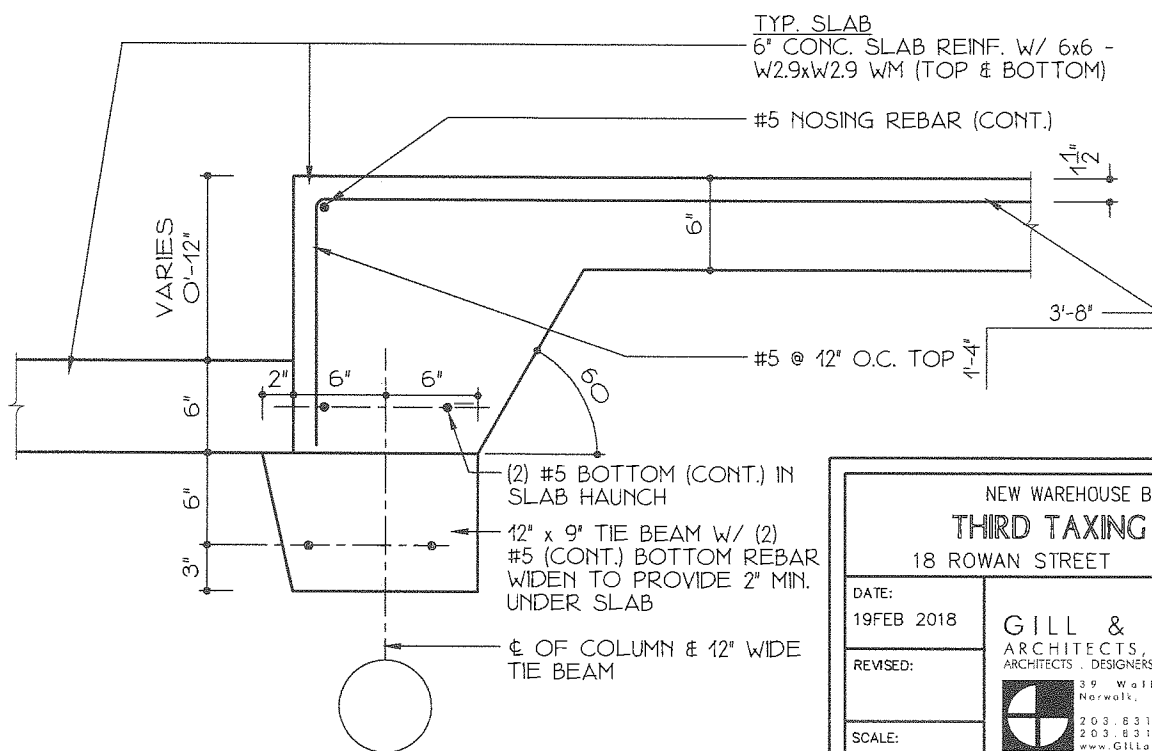






B SOUTH SIDE CONCRETE RAMP & GUARDRAIL

SCALE: 1" = 1'-0"



A NORTH SIDE CONCRETE RAMP

SCALE: 1" = 1'-0"

NEW WAREHOUSE BUILDING FOR THIRD TAXING DISTRICT 18 ROWAN STREET NORWALK, CT		
DATE: 19FEB 2018	GILL & GILL ARCHITECTS, L.L.C. ARCHITECTS • DESIGNERS • PLANNERS 39 Wall Street Norwalk, CT 06850 203.831.8808 T 203.831.8780 F www.GillandGill.com	FILE NAME: BASE1659.DWG
REVISED:		DWG. NO.: ASK-1
SCALE: 1" = 1'-0"		
DWG. NAME: CONCRETE RAMP DETAILS		

CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA									
GROUND SNOW LOAD	WIND SPEED (mph)	SEISMIC DESIGN CATEGORY	Weathering	SUBJECT TO DAMAGE FROM		WINTER DESIGN TEMP	ICE SHELO UNDEVELOPMENT REQUIRED	FLOOD HAZARDS	
30	120	B	Severe	First Line Depth	Termin	7°	Yes	No	No

STRUCTURAL NOTES

General

- All work shall conform to the requirements of the 2015 Building Code of the State of Connecticut and applicable local Building Codes and Regulations.
- All Structural drawings shall be used in conjunction with Specifications, Architectural, Site, and Mechanical drawings.
- All dimensions and conditions shall be verified by the Contractor. Certain existing conditions have been assumed based upon accessibility, exposed conditions, relative construction methods, and provided data. Contractor shall notify the Architect and Engineer of any discrepancies or questions on the Drawings or at the site prior to commencing work in that area.
- Contractor shall be responsible to coordinate and provide all work necessary to properly complete the project. Contractor shall be responsible for size and location of all openings.
- All sections and details shall be considered typical and apply for the same and similar conditions, unless otherwise noted.
- Contractor shall be responsible for coordinating all framing openings prior to construction. Notify Archer Engineering of any problematic areas or concerns.
- Contractor shall furnish and be solely responsible for all temporary bracing and shoring required to maintain stability of the structure during construction.
- Contractor shall be solely responsible for construction site safety and all construction means and methods.

Foundation

- All footings shall bear on undisturbed soil of minimum safe bearing capacity of 2.0 tons per square foot. Contractor shall verify conditions. Notify Archer Engineering of any problems or concerns.
- All footings shall be protected from frost as per Building Code.
- Backfill with clean, compactable material. Backfill and compact in layers, not to exceed 10". Backfill simultaneously on both sides of foundation walls where possible.
- Excavation shall be protected from frost-in cold weather. Firmed areas shall be kept clear of mud, water, ice, frozen soil, and other debris.

Concrete

- Material: concrete for garage and exterior slabs: $f'_c = 3500$ psi @ 28 days. all other concrete: $f'_c = 3000$ psi @ 28 days. rebar: ASTM A615, Grade 60. wire mesh: ASTM A185 and A82.
- Workmanship: American Concrete Institute ACI 308.
- Notify Archer Engineering for review of rebar placement at least 48 hours prior to scheduled concrete pour. Do not pour concrete until all adjustments and corrections required by Archer Engineering and the Building Department have been made and approved. Inspections by others does not relieve the contractor of his duties, responsibilities and requirements.
- All concrete exposed to weather and soil shall be 5% ± air entrained.
- Concrete wall pours shall not exceed 6'-0" in length nor 4'-0" from any corner.
- No horizontal construction joints in walls are permissible.
- All metal ties, anchors, embedments, etc. shall be corrosion resistant.
- Calcium chloride or admixtures containing chloride shall not be used.
- Continuous bars shall be lapped 40 bar diameters at splices, and hooked 8" or extended 2'-0" minimum at ends.
- Vibrate and consolidate all concrete walls that are 3'-0" and taller as per ACI standards.
- Follow appropriate hot/cold weather concreting procedures as per ACI.
- Curing, finishing and saw cutting of concrete shall start as soon as surface will not be marred by the work. It will not be permissible to delay these procedures until the next morning.
- Remove form ties and protrusions, patch tie holes and patch concrete surface for all areas.

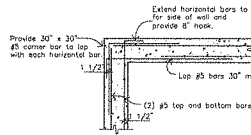
Steel Deck

- Steel deck shall be continuous over three spans where possible.
- Steel deck shall be welded to supporting steel by welds not less than 5/8" diameter, spaced not more than 12" o.c. where two units abut, each unit shall be so fastened. At deck perimeters, the welds shall be 6" o.c.
- Side laps of adjacent units between supports shall be fastened with #10 screws spaced not more than 12" o.c., unless otherwise noted.

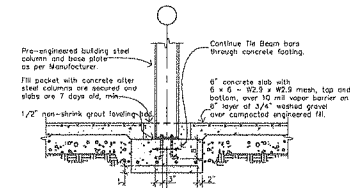
FOUNDATION PLAN

1/4" = 1'-0"

- Notes:
- All footings shall bear on undisturbed soil with minimum safe bearing capacity of 2.0 tons per square foot. Contractor shall verify conditions. Notify Archer Engineering of any problems or concerns.
 - All footings shall be adequately protected from frost action in accordance with Building Code.
 - Match existing footing elevations where new footings are within 4'-0" of existing. Underpin existing footings if required.
 - Step footings where required at 2 horizontal to 1 vertical. Maximum vertical step = 2'-0".
 - All reinforcing steel shall be free of rust, dirt and any other coating that may hinder concrete bond.
 - All reinforcement and inserts shall be placed and secured as per the Drawings and Specs, and the standards of the American Concrete Institute.
 - Save copies of all concrete delivery slips. Indicate date, time, and area of placement, concrete mix and admixtures, concrete and air temperatures. Submit upon request.
 - Provide 3500 psi stone concrete with minimum slump possible for exterior slabs. All other concrete shall be 3000 psi stone concrete with minimum slump possible. All concrete exposed to weather and soil shall be 5% ± air entrained. Concrete shall not be allowed to freeze at a distance greater than 3 feet. Concrete shall be continuously placed and vibrated.
 - Preparations for hot/cold weather operations, as per ACI and NCMA standards, shall be sufficiently made prior to concrete and concrete block placement. Maintain protection as per standards. Execute operations so as to prevent concrete and concrete block damage.
 - Concrete slabs on grade shall be poured over 10 mil vapor barrier and 6" layer of 3/4" washed gravel with 6 x 6 - W2.9 x W2.9 wire mesh top and bottom.

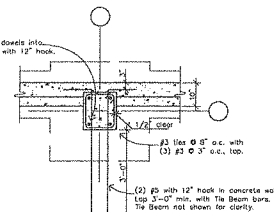


TYPICAL WALL REINFORCING DETAIL



SECTION AT INTERIOR FOOTING AT TIE BEAM

1/2" = 1'-0"



PLAN DETAIL AT TIE BEAM/PIER

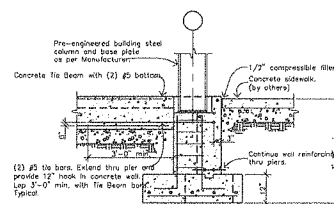
1/2" = 1'-0"

Saw cut 1/4" deep. Cut at wires at joint minimum and max. Prior to pour.

Note: Saw cut as soon as possible after pour without morning finish. 6 hour minimum between-slab pour and joint cutting.

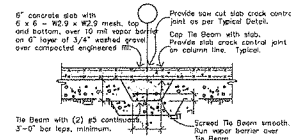
TYPICAL SLAB CRACK CONTROL JOINT DETAIL

1/2" = 1'-0"



SECTION AT PERIMETER PIER AT TIE BEAM

1/2" = 1'-0"



SECTION THRU TIE BEAM

1/2" = 1'-0"

MAR. 5, 2017 ISSUED FOR ZDA APPROVAL

NEW WAREHOUSE BUILDING FOR THIRD TAXING DISTRICT		FILE NAME: 1659_S2.DWG
18 ROWAN STREET NORWALK, CT		DWG NO.
DATE: FEB. 19, 2016	Gill ARCHITECTS	S-2
REVISION: AS NOTED	39 West St. Suite 1 Norwalk, CT 06850 Tel: (203) 838-8858 Fax: (203) 838-8763 www.GillArch.com	
DWG NAME: STRUCTURAL NOTES & DETAILS		

GILL & GILL

ARCHITECTS, L.L.C.
ARCHITECTS • DESIGNERS • PLANNERS



39 Wall Street
Norwalk, CT 06850

203.831.8808 T
203.831.8780 F
www.GILLandGILL.com

BIDS SHEET

1-Mar-18

Third Taxing District Electric Department

New Warehouse Building

18 Rowan Street, Norwalk, CT 06855

Order	Firm	VE-A	VE-B	Addition Savings
1	Diversity Construction Group	\$ 843,200.00	\$ 797,600.00	\$ 6,624.00
2	A.V. Tuchy Builders	\$ 946,800.00	\$ 899,350.00	\$ 7,575.00
3	Maggiore Construction Inc.	\$ 986,488.00	\$ 949,488.00	\$ 2,300.00

GILL & GILL

ARCHITECTS, L.L.C.
ARCHITECTS · DESIGNERS · PLANNERS



39 Wall Street
Norwalk, CT 06850

203.831.8808 T
203.831.8780 F
www.GILLandGILL.com

BIDS SUMMARY

1-Feb-18

Third Taxing District Electric Department

New Warehouse Building

18 Rowan Street, Norwalk, CT 06855

Order	Firm	1	2	3	4	5	6	Base Bid	Add Alternate	Total
1	Diversity Construction Group	\$ 18,000	\$ 48,000	\$ 100,000	\$ 552,000	\$ 128,000	\$ 181,000	\$ 1,027,000	\$ 30,000	\$ 1,057,000
2	Maggiore Construction, Inc.	\$ 38,640	\$ 25,700	\$ 141,170	\$ 395,225	\$ 308,874	\$ 235,345	\$ 1,144,954	\$ 34,500	\$ 1,179,454
3	A.V. Tuchy Builders	\$ 76,130	\$ 80,120	\$ 129,840	\$ 552,180	\$ 167,180	\$ 221,860	\$ 1,227,310	\$ 53,800	\$ 1,281,110
4	FGB Construction Company	\$ 101,495	\$ 92,965	\$ 136,442	\$ 654,196	\$ 192,576	\$ 261,596	\$ 1,439,270	\$ 52,030	\$ 1,491,300

- 1 Civil and site utilities including water management system
- 2 Site work including driveways, fencing, gates and landscaping
- 3 Foundation, slab and ramps
- 4 Building shell, structural framing and mezzanine including steel walls, masonry base, exterior doors, skylight and roof
- 5 Building interior components including walls, toilet partitions, doors, stairs, ceilings, other finishes and accessories
- 6 Building Fire Protection, Plumbing, Electrical and Mechanical

Low Bid in each category

New Warehouse Building for Third Taxing District
18 Rowan Street, Norwalk, CT 06855

Project No.: 1659

VALUE ENGINEERING (with attachments 5 pages / sheets)

Monday, February 19, 2018

Proposal Due

2:00 pm

Wednesday, February 28, 2018

The following are **required** Value Engineering items for the project referenced above. The Contractor is to provide a new bid price.

1. Delete all skylights.
2. Delete trench drain and associated piping.
3. Delete 2 sets of triple type A windows (the lower sets on elevation B, A-3).
4. Reduce number of exterior light fixtures over sign and doors from 6 to 3.
5. Delete concrete masonry unit at base. Instead extend 10" foundation wall as per SK-S2 attached. Provide vertical joints in the walls at 40' maximum from each corner and at 60' maximum overall pour length. The vertical joint shall have a vertical 2x4 key and all horizontal bars shall stop at the joint. Bend (2) #5 top bars down at all wall openings.
6. Keep stone veneer as shown on north elevation and around corners for 2 feet on east and west elevations. Eliminate stone veneer elsewhere.
7. In lieu of resinous flooring finish at first floor provide sealer and dust proofing.
8. Eliminate roof overhang on east and west sides.
9. Reduce number of trees from 5 to 3.

The following should also be included in new bid prices:

10. Cut curb on adjacent library property (see attached Civil drawing 1 of 2). Provide new curbs and patch driveway.
11. Concrete ramp and guardrail details (ASK-1 attached).
12. Wall panels shall be R-19 and roof panels R-30.
13. Structural notes and details, drawing S-2 (attached).
14. Wall type B (see sheet A-1) stud shall be 16 gauge.

New Bid Price VE-A

Eight hundred forty three thousand, two hundred dollars (\$ 843,200.00)

Prevailing wage rates are not required for bids below \$1,000,000.

The following are **optional** Value Engineering items. The Contractor is to provide a new bid price.

1. Remove mezzanine and associated stair. Assume that Break and Locker room functions move to Ground floor in approximately the same position and configuration.
2. Reduce size of building on east side by 5 feet (new building size to be 45 feet x 90 feet) to eliminate wall fire rating requirement and save material costs.

New Bid Price VE-B (Sum of Bid Price A and optional Value Engineering items)

Seven hundred ninety seven thousand six hundred dollars (\$ 797,600.00)

Prevailing wage rates are not required for bids below \$1,000,000.

In addition to the items above Contractor is to submit a list of any other **suggested** Value Engineering items. For each element the list should show the following:

- a. Specified element.
- b. Proposed substitute.
- c. Cost saving.

End of Value Engineering Document



DIVERSITY

Construction Group

531 Cortland Circle, Cheshire, CT 06410
tel: (203) 699.8387 fax: (203) 439-0812

Page 2-2

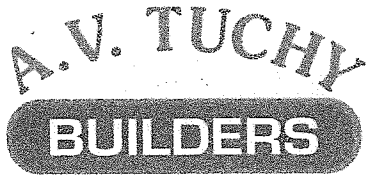
NEW WAREHOUSE BUILDING for THIRD TAXING DISTRICT

18 Rowan Street, Norwalk, CT 06855

PROJECT No.: 1659 Value Engineering Proposal – Additional items

- A. Alternate 1 – Fire Protection Add \$30,000.00
- B. Alternate 2 – Provide 24GA. Classic TBS Liner Panels in Lieu of 22 GA. Liner Panels
Deduct: \$6,624.00

Unity in Diversity
Affirmative Action/Equal Opportunity Employer



McClintock Street
Norwalk, Connecticut 06851
Telephone: 203/847-2461
Fax: 203/847-7116

February 28, 2018

Mr. Mike Adams
Third Taxing District Electric Co.
2 Second Street
Norwalk, CT 06855

RE: New Warehouse Building Value Engineering Proposal

VE-A – Nine Hundred Forty-Six Thousand Eight Hundred Dollars (\$946,800.00)

VE-B – Eight Hundred Ninety-Nine Thousand Three Hundred Fifty Dollars (\$899,350)

VE-C – Additional Value Engineering:

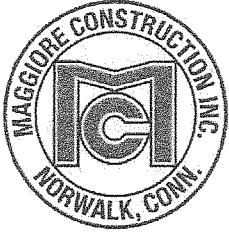
- Eliminate Trane air handling unit/condenser, associated supply and return ductwork, RGD's, refrigerant piping, thermostat and insulation. Add three (3) Mitsubishi ceiling cassettes with hyper-heat condense, wall mounted controllers, and pre-insulated line-sets.
Deduct- \$3,300.00
- Substitute "Big Ass Fan" units for MacroAir Airvolution HVLS- 8' diameter, 208v with onboard VFD and digital wall controller.
Deduct - \$2,800.00
- Substitute sink, wall hydrant, water closet, expansion tank, and back-flow preventer to specified equals.
Deduct \$1,475.00

Thank you again for this opportunity, If you have any questions regarding this proposal please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Matthew DiScala".

Matthew DiScala
Project Manager



Maggiore Construction Inc.

Mr. Kevin Barber
Third Taxing District
Electric Department
2 Second Street
East Norwalk, CT 06855

February 27, 2018

Re: New Warehouse Value Engineering Alternates

Base Bid	\$1,144,954.00
Buy Out	<u>-\$60,046.00</u>

Adjusted Bid	\$1,084,908.00
--------------	----------------

Alternate #1

Remove the skylights from the base bid	Deduct \$14,000.00
--	--------------------

Alternate #2

Remove the trench drain and piping from the base bid	Deduct \$2,500.00
--	-------------------

Alternate #3

Remove (2) sets of triple type A windows from the base bid	Deduct \$3,600.00
--	-------------------

Alternate #4

Remove (3) exterior light fixtures over sign and door	Deduct \$2,100.00
---	-------------------

Alternate #5

Provide concrete foundation in lieu of masonry block as shown in SK-S2	Deduct \$15,500.00
---	--------------------

Alternate #6

Provide the stone veneer on 49.1 If on the north elevation and 2' 0" on the east and west elevations	Deduct \$22,720.00
---	--------------------

Alternate #7

Provide "Green Ice" in lieu of resinous floor finish	Deduct \$30,000.00
--	--------------------

5 Eversley Avenue - Norwalk, CT - (203) 853-0042 - FAX 853-9262 - info@maggioreconstruction.com



Maggiore Construction Inc.

Alternate #8

Eliminate roof overhang on the east and west side of the building Deduct \$12,000.00

Alternate #9

Provide 3 trees in the landscaping plan in lieu of 5 trees Deduct \$1,500.00

Alternate #10

Provide curb cut and patch library driveway Add \$2,000.00

Alternate #11

Provide concrete ramp and guardrail as shown
on ASK-1 dated 2/19/18 Add \$3,500.00

Alternate #12

Provide wall panels R-19 and roof panels R-30 Add N/C

Alternate #13

Include structural note as shown on drawing S-2 dated 2/19/18 Add N/C

Alternate #14

Wall type B to be 16 gauge Add N/C

New Bid Price VE-A \$986,488.00



Maggiore Construction Inc.

Value Engineering VE-B Deduct Alternates:

New Bid Price VE-A \$986,488.00

Alternate #15 (1)

Remove mezzanine and associated stair

Move all the loft structure to the first floor Deduct \$32,000.00

Alternate #16 (2)

Reduce the building size by 5' 0"

to eliminate the fire rating requirement Deduct \$5,000.00

New Bid Price VE-B \$949,488.00

Alternate #17

Provide substitute locker in lieu of the locker specified

Deduction TBD

Alternate #18

To not provide construction bond

Deduct \$2,300.00

Thank you for the opportunity.

Please feel free to contact us with any questions you may have. We look forward to working with you.

Sincerely,

Anthony Maggiore

VALUE ENGINEERING (with attachments 5 pages / sheets)

Monday, February 19, 2018

Proposal Due

2:00 pm

Wednesday, February 28, 2018

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13. Structural notes and details, drawing S-2 (attached).
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New Bid Price VE-A

(\$ 986,488.00)

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The following are **optional** Value Engineering items. The Contractor is to provide a new bid price.

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New Bid Price VE-B (Sum of Bid Price A and optional Value Engineering items)

(\$ 949,488.00)

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In addition to the items above Contractor is to submit a list of any other **suggested** Value Engineering items. For each element the list should show the following:

- a. Specified element.
- b. Proposed substitute.
- c. Cost saving.

End of Value Engineering Document

Cynthia Tenney

From: Sue Gabriele [gabrielesue@yahoo.com]
Sent: Friday, January 05, 2018 9:51 AM
To: Cynthia Tenney
Subject: 2018 Norwalk/Fairfield Police k9/Animal Nation Fundraiser
Attachments: TTD request.pdf; UPDATED final K9 flyer 2018.pdf

Hello Cynthia

We are having our annual fundraiser again and I am attaching your donation request form along with our sponsorship flyer. The event this year is April 28th. Please let me know if you need anything else.

Sue Gabriele

January 5, 2018

Happy New Year

I am contacting you on behalf of Norwalk Veterinary Hospital. We are hosting our 2nd annual fundraiser on April 28, 2017 at the St. Ann Club benefiting the Norwalk and Fairfield Police K9 Units as well as Animal Nation (local non-profit animal rescue group). Last year we were able to give *each* of these groups over \$10,000!! Please help us reach our goal of \$15,000 (or more) for each of these groups this year.

The Fairfield Police K9 Unit is run solely run on donations and the Norwalk K9 Unit has a small budget yet increasing their budget will allow for increasing the number of dogs in the unit and helping increase the safety of the community. Most recently Fairfield was donated a new dog from the Hometown Foundation/Petitte Family in honor US Marine Core Veteran Jake Petitte who suffered from PTSD and eventually succumbed to PTSD and died by suicide. The new dog "Jake" will be used a tracking dog and therapy dog and will help bring awareness to PTSD. One of the goals is to purchase a vehicle for this officer/dog.

We at the hospital provide care for these service dogs as well as their family pets at discounted rates. We also provide discounted care for all the animals brought in by Animal Nation so that we can assure the animals are healthy prior to being adopted by families.

We are asking for your support to make this fundraiser successful. We are seeking local businesses to place ads in our program/ad book (this is a great way to advertise), silent auction items (there will be over 250 people viewing/bidding on these items) as well as purchasing tickets to attend the event. The attached flyer provides all the advertising and ticket pricing details. All donations (even tickets) are tax deductible and will be sending donor letters for tax purposes.

Please see attached flyer with donation/ticket information.

Please feel free to contact me with any questions at 203-984-3169 or at gabrielesue@yahoo.com with any questions.

Sincerely,

Suzanne Gabriele

Fundraising Coordinator



Third Taxing District
2 Second Street
East Norwalk, CT 06855
Tel: (203) 866-9271
Fax: (203) 866-9856

Third Taxing District Application for Contribution from District Funds

This completed application will be reviewed for eligibility by District Staff and for approval by the Third Taxing District Commission. All information will be subject to review and dissemination under the state's FOI regulations for public records.

Overview

- District funds are maintained from the proceeds (when available) of the Third Taxing District Electric Department under a budget that is approved by the electors of the District at the annual meeting.
- Distributions from the District funds are intended to primarily benefit residents, businesses and rate-payers of the Third Taxing District.
- District funds are not intended to help with individual financial hardship requests, except as administered through a designated agency funded for that purpose.
- Decisions regarding fund disbursements are dependent upon timely, properly documented requests that meet the requirements of the "Third Taxing District Policy on Contributions from District Funds" and any applicable governing documents.
- All determinations made by the Commission shall be final and binding, and shall be made by the Commission in its sole discretion.

Full Name:

Sue Gabrile

Date of Application:

1/5/18

Legal Address:

4 Harvard St Norwalk 06857

Needed by:

4/1/18

Organization: Norwalk Veterinary Hosp. to

benefit Norwalk K9/Fairfield K9/Animal

Preferred Phone#:

203-984-3169

Amount Requested:

Any sponsorship level

Preferred Email:

gabrielesue@yahoo.com

Describe in detail your reason(s) for this request.

2nd Annual Norwalk Veterinary Hosp. fundraiser
(TTD donated last year) Funds will be shared
between Norwalk Police K9/Fairfield Police K9/Animal
Nation

Attestation (check boxes)

Qualified

☒ I attest that my organization meets the stated requirements for a contribution from District funds and that this request is made to primarily benefit residents, businesses or rate-payers of the District.

No Conflict

☒ I attest that neither my organization, nor any individual associated with this request, represents a conflict of interest for any of the Commissioners, the Treasurer, the District Clerk or any of the employees of the Electric Department.

Should your request be approved, will you consent to be publicized? Y ☒ N ☐

By signing below, I verify that I understand the purpose of the Third Taxing District Funds and the requirements for contributions from these funds. I verify that the information provided in this application is true to the best of my knowledge.

Signature of authorized representative:

Sue Gabrile

Date:

1/5/18



Norwalk Veterinary Hospital

Fundraiser 2018

Benefiting Fairfield & Norwalk K-9 Units and Animal Nation

Saturday April 28, 2018 6:30PM

at St Ann Club 16 Hendricks Ave, Norwalk, CT

\$85 per person or table of 10 \$800

Appetizers • Sit Down Dinner • Beer/Wine • Dessert

DJ, 50/50 Raffle, Silent Auction, Meet the K9 Dogs

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THIRD TAXING DISTRICT
PROJECT SUMMARY REPORT
FY 2017-2018

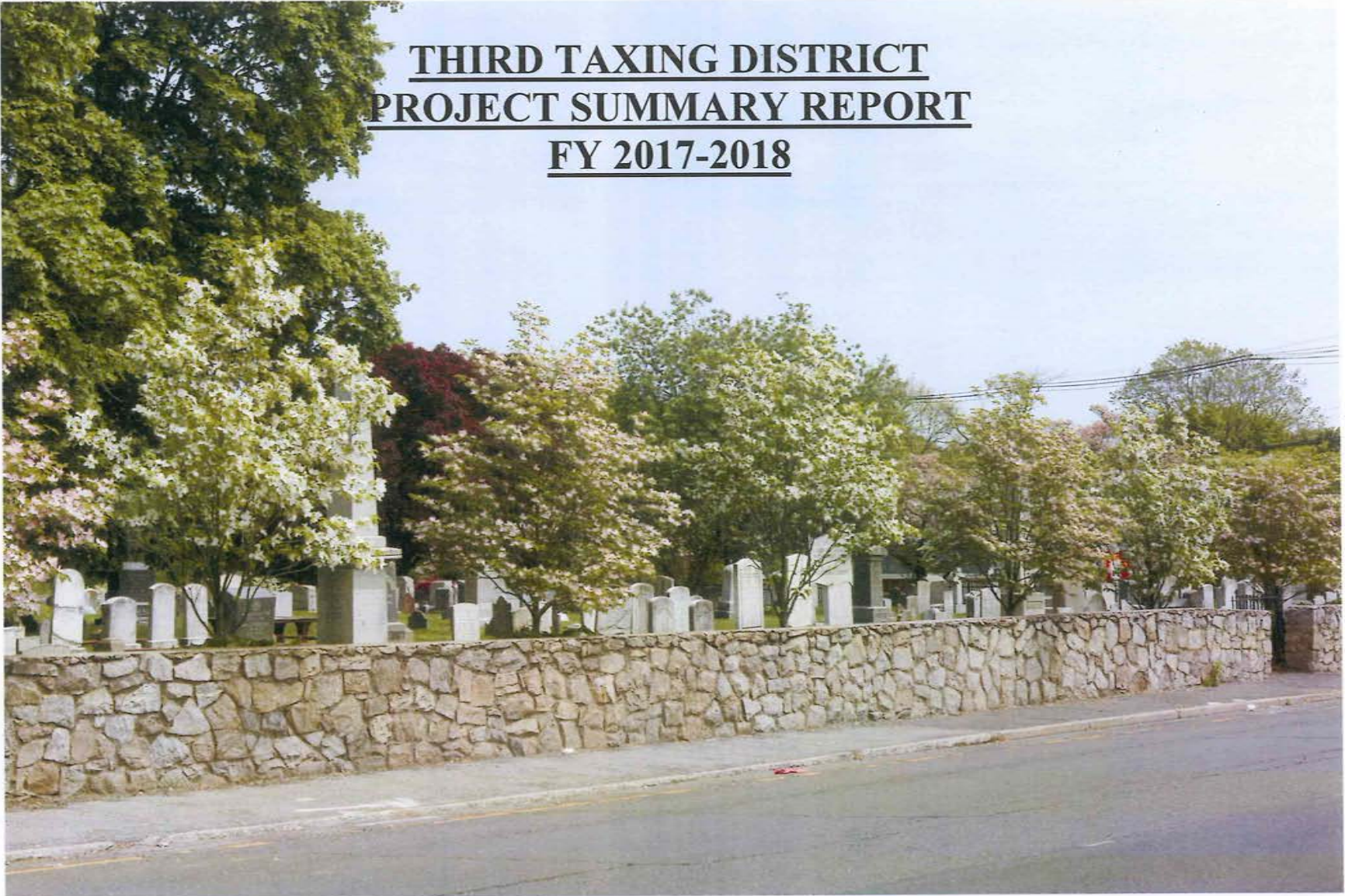


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THIRD TAXING DISTRICT – PROJECT SUMMARY

UPDATED: FEBRUARY 28, 2018

#	PROJECT	STATUS	TIMELINE	COMMENTS/MONTHLY UPDATE
1)	A-Base Meter Replacement Program	<ul style="list-style-type: none"> In progress – with Meter Department 	On-Going – until all A-Base meters have been replaced	<ul style="list-style-type: none"> February 2018 – No A-Base Meters have been installed since the summer, but there remains 108 meters that still need to be replaced in the Distribution System.
2)	Customer Service/ Management Training Program	<ul style="list-style-type: none"> Training throughout the year based on training opportunities and employee schedules. 	On-Going	<ul style="list-style-type: none"> October 2018 – Tricia Dennison and Rachel Saunders attended “Developing Emotional IQ” seminar.
3)	Succession Planning Process	<ul style="list-style-type: none"> Complete with periodic review 	On-Going	
4)	Radio-Read Meter Upgrade	<ul style="list-style-type: none"> Approximately 87% of the system has been completed 	Multi-year program beginning in 2015. Will continue until completed	<ul style="list-style-type: none"> February 2018 – Installed 60 radio-read meters through the months of January and February for a total of 3,302 to date, or 87% of the system.
5)	Upgrade Fleet Vehicles	<ul style="list-style-type: none"> Purchasing/Leasing Vehicles in accordance with Five-Year fleet replacement schedule. 	On-Going	<ul style="list-style-type: none"> Buy out of 2014 Freightliner Bucket Truck completed in August 2107. Lease on 2013 Chevy Volt came due at the end of Dec. Lease for a new 2017 Chevy Bolt approved by Commission and vehicle was received on Jan 2, 2018.
6)	I/T System Modifications	<ul style="list-style-type: none"> On-going to create greater efficiencies wherever possible 	Periodic updates as necessary	

#	PROJECT	STATUS	TIMELINE	COMMENTS/MONTHLY UPDATE
7)	Conduct Cost of Service/Rate Study with Periodic Updates	<ul style="list-style-type: none"> Initial rate study conducted in 2013 with results implemented in October 2014. Update/"Tune-Up" completed in July 2016 Cost of Service Study on security lighting began in June 2016 	Security light cost of service study completed in October 2016.	<ul style="list-style-type: none"> Need to determine status of Security Light rates and if they have been implemented. Street Lighting COS Study dated Sept. 29, 2016 has been located. Study is being reviewed by Staff to determine if it was completed. Will be forwarded to Commission.
8)	Strategic Planning Process	<ul style="list-style-type: none"> To be presented to Commission at the Feb 1, 2016 meeting Presented and Approved at the Feb 1, 2016 meeting Initial sessions were conducted with the Staff and Commission on May 18 and 19 Follow-up meetings have been scheduled with the Staff and Commission for Aug 16 and 17 Meetings have been scheduled with the Commission and Staff on Sep 27 Future meetings are being scheduled with Commission and Staff A follow-up meeting has been scheduled with the Commission for Nov 15. 	<ul style="list-style-type: none"> Begin in 1ST Qtr 2016. Work continues into 2017 as necessary 	<ul style="list-style-type: none"> May 2017 – The following activities took place during the months April/May: <ul style="list-style-type: none"> A special commission meeting was held on Apr 10th to work on the charter revision, by-laws and vision statements. Steve Vandermeer facilitated the meeting and additional progress as made in all these areas. It was agreed that the Commission continue to address the legal issues surrounding the charter changes and move forward once a definitive legal opinion was received

#	PROJECT	STATUS	TIMELINE	COMMENTS/MONTHLY UPDATE
9)	Public Relations/ Marketing Program	<ul style="list-style-type: none"> Bids were evaluated by Staff in early April and recommendation was made to the Commission Commission interviewed two finalists and chose Greyskye Communications as TTD's new Marketing/PR firm. 	On-going	<ul style="list-style-type: none"> Monthly meetings have been held with Greyskye to discuss the following: <ul style="list-style-type: none"> Upcomings Events Newsletter Website updates Press Releases
10)	Substation Upgrades and Improvements	<ul style="list-style-type: none"> Projects on-going in all substations in order to upgrade / maintain compliance with CONVEX / FERC requirements 	On-going throughout 2017-18 fiscal year	<ul style="list-style-type: none"> T3 transformer replacement in progress, transformer has been ordered.
11)	18 Rowan Street Renovation	<ul style="list-style-type: none"> Property Acquired, house demolished and lot repaved Final step is to site a material storage facility on the site 	Summer of 2018	<ul style="list-style-type: none"> Since May 2017, the CAM Application was submitted. Met with Gill & Gill to review project and develop bid specs Bid packages being developed and will be available in January. Revised project schedule being developed. Bids received from 4 companies. Price exceeded expectations. Value engineering recommendations were requested from the bidders. Review of bids and valued engineering taking place.

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12)	<u>MISCELLANEOUS</u> <ul style="list-style-type: none"> Annual Revenue/Expense Budget/ Five Year Capital Budget for FY 2017-18 	Preliminary discussions being held with Staff on 2017-18 budget process	2017-18 budgets will be presented to the Commission in May/June of 2017 2 nd Quarter budget vs actuals (through 12/31/16) were sent to the Commission during the month FY 2017-2018 6 month budget to actuals provided to Commission in the March meeting package.	<ul style="list-style-type: none"> May 2017 – Several internal budget meetings were conducted during the month between Staff and Matt Allred These meetings have resulted in a “Working Draft” of both the capital and operating budgets which are continuing to be refined prior to submission to the Commission for review during the month of June Six month budget to actual report provided to Commission for review and discussion during the March 2018 Commission Meeting.
	<ul style="list-style-type: none"> Norden Generators 	Periodic testing for “Black Start” backup to the Norden facility and run into the ISO LFR Market	On-going	<ul style="list-style-type: none"> Quarterly testing performed January 2017 - Nox stack testing was performed with State of CT – passed with no issues November 2017 – Spot audit from CT DEEP – passed with no issues
	<ul style="list-style-type: none"> Solar Projects 	Potential projects discussed with residential and commercial customers	On-going	<ul style="list-style-type: none"> Staff continues to work with customers interested in pursuing solar projects in TTD’s service territory.
	<ul style="list-style-type: none"> Annual Financial Audit (FYE 6/30/17) 		Expected completion date – Oct 15 th of each year	<ul style="list-style-type: none"> Audit completed on 12/28/17

#	<u>PROJECT</u>	<u>STATUS</u>	<u>TIMELINE</u>	<u>COMMENTS/MONTHLY UPDATE</u>
	<ul style="list-style-type: none"> SCADA Project 	Project begins July 2015	<ul style="list-style-type: none"> 1st/2nd Phase (Second St -Fitch St Substations) – July 2015 – July 2016 3rd Phase (East Ave) July 2016 – June 2017 4th Phase – June 2017 – July 2017 5th Phase – July 2017 – August 2017 	<ul style="list-style-type: none"> SCADA project completed in October 2017.
	<ul style="list-style-type: none"> Commercial Customer Visits 	On-going as schedules permit	Throughout 2018	<ul style="list-style-type: none"> Met with owner of 25 Van Zant Street Will schedule visits with customers throughout the coming year
	<ul style="list-style-type: none"> Economic Development Initiatives 	On-going meetings with Elizabeth Stocker, the City of Norwalk's Economic Development Director and Laoise King, City of Norwalk's Chief of Staff	Throughout 2018	<ul style="list-style-type: none"> GGP – not proceeding with second service to mall. Elizabeth Stocker, no longer with the city. Will determine the next appropriate steps.

<u>#</u>	<u>PROJECT</u>	<u>STATUS</u>	<u>TIMELINE</u>	<u>COMMENTS/MONTHLY UPDATE</u>
13)	State (CT DOT) Bridge Projects	Initial letter from CT DOT to TTD issued in March 2016. Regular updates have been received from CT DOT / Parsons Brinkerhoff as information is required	Remainder of 2016 into 2017 and beyond	<ul style="list-style-type: none"> • May 2017 – Continued to work with CT DOT officials on the various bridge projects through attendance at scheduled meetings, etc. Several of these projects are reaching the 30% design/development phase, which triggers additional meetings and coordination efforts. • Since May – Staff is continuing to attend meetings and monitor the project. • Requested and received from the State of CT the current listing of properties that are being acquired for the projects.
14)	LED Flood/Security Light Upgrade	On-going until completed	To be finalized in 2018	<ul style="list-style-type: none"> • May 2017 – Continued to install LED security lights in the District. We have converted approximately 60% of these lights to LED's through the end of May. 123 lights remain to be installed. • 99% of the lights have been upgraded to LED.

#	PROJECT	STATUS	TIMELINE	COMMENTS/MONTHLY UPDATE
15)	Verizon Small Cell Antenna Project/Co-Location Equipment Attachments	<ul style="list-style-type: none"> • Verizon request to attach “Small Cell Antennas” on certain TTD poles. We anticipate they will attach to three to five poles in the system. • CMEEC Legal is developing a “Master Lease Agreement” on behalf of the MEU;s statewide outlining the terms and conditions for attachment 	In process – finalizing in the next 30-60 days	<ul style="list-style-type: none"> • May 2017 – Final comments have been received from all the Municipals on a draft of a Master Lease Agreement with Verizon. A “Lease Rate” is part of this agreement, similar to what we charge Cablevision for a pole attachment rate, and will result in some small incremental revenue to TTD on an annual basis (less than \$1,000/year) • Master Lease Agreement has been finalized by CMEEC Attorney and Verizon. Other MEUs have executed the agreement with Verizon • Verizon interested in attaching to multiple TTD poles • Attachment rate needs to be developed
16)	Commercial Lighting Retrofits	On-going	On-going	<ul style="list-style-type: none"> • May 2017 – as of May 31st, Lantern Energy has secured 5 commercial lighting retrofits within the District (Accurate Auto, Phil’s Main Roofing, CT Closets, Rick’s Main Roofing and Norwalk Collision). All projects have been pre-inspected by TTD. Work is expected to take place over the next few months should the customers decide to move forward on their respective projects. • December 2017 – The above commercial customers have not moved forward with the retrofits.